

**Nuclear and Chemical Weapons and  
Materiel**

# **Chemical Surety**

**Headquarters  
Department of the Army  
Washington, DC  
26 June 2001**

**UNCLASSIFIED**

# ***SUMMARY of CHANGE***

AR 50-6

Chemical Surety

This revision--

- o Reorders chapters to provide a more logical flow.
- o Retains the Chemical Surety Program during mobilization (applicability paragraph).
- o Designates the ODCSOPS (DAMO-SSD) as approval authority for waivers and exceptions to policy, and reclaims to chemical surety inspections (para 1-4a).
- o Consolidates all chemical accident or incident response and assistance (CAIRA) responsibilities formerly located in chapter 9 into chapter 1.
- o Requires MEDDACs supporting installations with a chemical mission to designate a Chemical Surety Medical Support Program Director (CSMSPD) who is required to be on-site at least 20 hours per week to perform surety program related administrative and medical duties (para 1-4z-aa).
- o Adds supplemental guidance on requirements and responsibilities under the Chemical Weapons Convention (para 1-7c).
- o Consolidates PRP related information, including guidance for contractor personnel (formerly chapter 9, Managing Chemical Agent Contracts) into chapter 2, Personnel Reliability Program, and reorders sections to more closely follow the sequence of events in certifying an individual into and out of the PRP.
- o Deletes unescorted entry into a chemical agent exclusion area as the basis for a PRP position. Entry requires application of the two-person rule (para 2-4a(1)).
- o Adds demilitarization equipment operators to the list of duties requiring entry into the PRP (para 2-4a(3)).
- o Allows the certifying official to list job position title or assigned chemical duties on the chemical duty position roster (CDPR) (currently only chemical agent duties can be used) and amplifies guidance on this section of the CDPR (para 2-5d(5) and 2-5f).
- o Clarifies that the certifying official's signature on the CDPR constitutes a review of designated PRP positions and fulfills the annual PRP position review required by DODD 5210.52 (para 2-5g).
- o Expands narrative on technical proficiency requirements for PRP positions and provides additional guidance for on-the-job-training (OJT) programs (para 2-6).

- o Expands the narrative on PRP qualifying factors/requirements (para 2-8).
- o Updates PRP disqualifying factors per guidance in DODD 5210.42 (para 2-9) and adds inappropriate use of other substances, e.g. sniffing glue or aerosol fumes, as potentially disqualifying information under drug abuse (para 2-9c(5)).
- o Clarifies that drug abuse screening/urinalysis is not required to complete the administrative screening process prior to a PRP assignment (para 2-10f).
- o Clarifies that individuals who submit a Periodic Reinvestigation (PR) prior to the expiration of their latest Personnel Security Investigation (PSI) will remain fully qualified for PRP purposes (para 2-13c(5)).
- o Includes nurse practitioners in the definition of a competent medical authority (CMA) (para 2-15a and glossary, section II, terms).
- o Gives certifying officials the option to maintain the original copy of DA Form 3180 (Personnel Screening and Evaluation Record) at the installation or send it to the applicable personnel office (only option currently authorized) (para 2-17c).
- o Adds figure 2-1, summarizing screening requirements and changing rules on rescreening previously screened personnel, per DODD 5210.42 (para 2-18).
- o Provides additional guidance on responsibilities of individuals and supervisors regarding continuing evaluation (para 2-22).
- o Requires all requests for PRP requalification for personnel no longer assigned to commands with a PRP to be forwarded through command channels to ODCSOPS (DAMO-SSD) (para 2-31b).
- o Corrects an error that incorrectly stated the certifying official was responsible for a number of actions related to the contractor's implementation of the PRP when in fact the actions were the responsibility of the contractor (para 2-33a(1)-(8)).
- o Allows contractor PRP administrative officials to medically restrict a contractor employee from PRP duties as long as the employee does not object to medical authorities providing personal information to the official (para 2-33b(2) and (3)).
- o Deletes interim certification of foreign nationals into PRP (formerly para 9-11).
- o Adds DA Form 7422 (Annual Personnel Reliability Program (PRP) Status Report) (para 2-35c).
- o Increases maximum quantity of research chemical agent that can be stored at Contractor-Owned, Contractor-Operated (COCO) laboratories from 1 to 4 liters (para 3-2e). (Note: DCSOPS approved a waiver to AR 50-6 on 21 May 97 authorizing this increase.)
- o Adds a new chapter 4, Acquisition of Chemical Agents to ensure compliance with the Chemical Weapons Convention.

- o Deletes the requirement that HQDA, ODCSOPS DAMO-SSD review and approve all Army Materiel Command (AMC) developed standard surety clauses used in COCO contracts prior to contract award (formerly para 8-3d in the 1 Feb 95 edition of AR 50-6).
- o Extends the interval at which contracting officer's representatives (CORs) performing certifying official duties will conduct surety compliance visits of contractor chemical agent operations from 9 to 24 months (para 3-6b).
- o Requires commanders to have site-specific chemical agent accountability SOPs and to forward a semi-annual chemical agent accountability report to SBCCOM (para 5-2a and b).
- o Requires commands to establish a PRP for quantities of experimental agent exceeding 1 liter, to comply with the two-person rule during operations with experimental chemical agents in excess of 1 ml. (para 6-2b and 6-3b), and authorizes MACOMs to approve a reduced scope PRP for activities that store less than 4 liters neat equivalent of research chemical agent (para 6-2b and c).
- o States that PRP slots under special MACOM-developed PRP are considered testing designated positions requiring urinalysis per AR 600-85 (para 6-2b(2)).
- o Adds table 6-3, Research Chemical Agent PRP Guidelines, to assist organizations in determining the scope of PRP required by type and quantity of chemical agent.
- o Authorizes movement of chemical agents for use at approved chemical defensive training facilities (para 7-2c).
- o Moves information on transporting research chemical agents (formerly para 9-3), to chapter 7, Transportation of Chemical Agents (para 7-3).
- o Authorizes MACOMs to approve chemical agent movements up to 4 liters neat equivalent. Movements above 4 liters still require HQDA, ODCSOPS (DAMO-SSD) approval (para 7-3c).
- o Requires all Technical Escort Unit (TEU) personnel in MOS 54B and 55D, officer AOC 74B and 91E, and all Army civilian toxic material handlers assigned to escort duties to attend the Technical Escort Course at Redstone Arsenal, AL (para 7-11a).

- o Deletes paragraphs dealing with rail and water transportation of chemical agents, which are no longer viable shipping options.
- o Deletes the policy section from chapter 10, CAIRA (formerly chapter 4), which provided procedural information already contained in DA PAM 50-6, CAIRA Operations.
- o Establishes a separate chapter on chemical event reporting, chapter 11, which was formerly part of chapter 10, CAIRA Operations.
- o Establishes three categories of chemical event reports-non-surety emergency, limited area/post only emergency, and community emergency-to better highlight the potential impact of a particular event and bring this regulation in line with DA PAM 50-6 (para 11-2).
- o Reorganizes chapter 12, Recovered Chemical Warfare Material, to better reflect functional requirements for safety, security, and transportation.
- o Considers recovered chemical agent identification sets (CAIS) as RCWM for purposes of this regulation (para 12-1a), deletes policy statements that all chemical agent material found buried and recovered on firing ranges be classified as hazardous waste, and requires compliance with environmental regulations and the EPA's Military Munitions Rule with respect to classification of RCWM (para 12-4).
- o Updates and adds definitions to include: active service, administrative termination, alcohol abuse, chemical event, competent medical authority, continuing evaluation, drug abuse, permanent disqualification, random testing, DOD personnel, research chemical agent, and temporary disqualification (glossary, section II, terms).
- o Clarifies that experimental chemical agents are a Category III chemical agent (appen B-2c).
- o Adds neutralant generated by chemical neutralization as a non-surety chemical material (appen B-3e).
- o Revises appendix C, Chemical Surety Program Management Control Evaluation Checklist to allow management control evaluations to be accomplished during the routine process of DAI.

Effective 26 July 2001

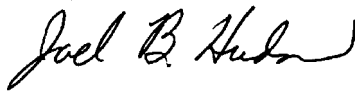
## Nuclear and Chemical Weapons and Materiel

### Chemical Surety

By Order of the Secretary of the Army:

ERIC K. SHINSEKI  
*General, United States Army*  
*Chief of Staff*

Official:



JOEL B. HUDSON  
*Administrative Assistant to the*  
*Secretary of the Army*

**History.** This publishes a revision. Because the entire text has been revised, no attempt has been made to highlight changes from the earlier regulation.

**Summary.** This regulation prescribes policies, procedures, and responsibilities for the Army Chemical Surety Program. Along with AR 190–59, it also implements DOD physical security requirements pertaining to surety matters (per DODD 5210.65) for chemical weapons (including binary weapons when uploaded with both components) and research chemical agents. It has been revised to

update responsibilities, Personnel Reliability Program (PRP) procedures, transportation policies, chemical event notification, chemical accident or incident response and assistance (CAIRA) operations, and inspection requirements. It also amplifies safety, security, and PRP requirements pertaining to chemical agent operations, including contractors.

**Applicability.** This regulation applies to all Army commands, agencies, organizations, and to contractors that have chemical agent related responsibilities. This regulation does not apply to the Army National Guard of the United States (ARNGUS) or to the U.S. Army Reserve (USAR). It is applicable during full mobilization.

**Proponent and exception authority.** The proponent of this regulation is the Deputy Chief of Staff for Operations and Plans (DCSOPS). The DCSOPS has the authority to approve exceptions to this regulation that are consistent with controlling law and regulation. The DCSOPS may delegate this authority in writing to a division chief within the proponent agency.

**Army management control process.**

This regulation contains management control provisions and identifies key management controls that must be evaluated.

**Supplementation.** Supplementation of this regulation and establishment of command and local forms are prohibited without prior approval of HQDA, ODCSOPS, ATTN: DAMO–SSD, 400 Army Pentagon, Washington, DC 20310–0400.

**Suggested Improvements.** Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to HQDA, ODCSOPS, ATTN: DAMO–SSD, 400 Army Pentagon, WASHINGTON, DC 20310–0400.

**Distribution.** This publication is available in electronic media only and is intended for chemical surety operations located at command levels B, C, D, and E for the Active Army. There is no distribution requirement for the Army National Guard of the United States and the U.S. Army Reserve.

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\*This document supersedes AR 50–6, Chemical Surety, dated 1 February 1995.

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## Chapter 1 Introduction

### 1-1. Purpose

This regulation establishes Army policies, assigns responsibilities, and prescribes procedures for the Army Chemical Surety Program. The purpose of the Army Chemical Surety Program is to ensure that chemical agent operations are conducted in a safe, secure, and reliable manner.

### 1-2. References

Required and related publications and prescribed and referenced forms are listed in appendix A.

### 1-3. Explanation of abbreviations and terms

Abbreviations and special terms used in this regulation are explained in the glossary.

### 1-4. Responsibilities

*a.* The Deputy Chief of Staff for Operations and Plans (DCSOPS) has overall Army Staff (ARSTAF) responsibility for the Army Chemical Surety Program, including chemical accident or incident response and assistance (CAIRA).

(1) The Director, Strategy, Plans and Policy (DAMO-SS), as the Army focal point for surety will—

(*a*) Establish overall policy for the chemical surety program.

(*b*) Function as the Army Staff (ARSTAF) focal point for chemical surety matters.

(*c*) Integrate other ARSTAF program responsibilities into the overall chemical surety program.

(*d*) Resolve reclaims to chemical surety inspections conducted by The Inspector General (TIG).

(*e*) In coordination with the Department of State, designate storage locations for recovered chemical warfare material (RCWM) found outside the continental United States (OCONUS).

(*f*) Establish Army policy for CAIRA and implement the Army/Federal Emergency Management Agency (FEMA) Memorandum of Understanding for the Chemical Stockpile Emergency Preparedness Program (CSEPP).

(*g*) Provide backup notification to the National Response Center as required by section 9603, title 42, U.S. Code (42USC9603).

(*h*) Formally appoint the Service response force (SRF) commander/on-scene coordinator (OSC), when deployed.

(*i*) Receive and analyze chemical event reports.

(*j*) Establish procedures for coordinating the national level response to chemical accident/incidents (CAI), including other Federal agencies, such as FEMA.

(*k*) Activate the Army Operations Center (AOC) Crisis Action Team to provide Army level command and control, information, and support for CAIRA operations.

(2) The Director, Operations, Readiness, and Mobilization (DAMO-OD), will provide the overall policy guidance and establish minimum physical security standards, criteria, and procedures for protecting chemical agents.

*b.* The Deputy Chief of Staff for Personnel (DCSPER) will provide general staff supervision for personnel reliability and establish personnel policies to support implementation of the Army Chemical Surety Program. The DCSPER will monitor personnel standards and procedures to ensure effective and uniform implementation of the personnel reliability program (PRP).

*c.* The Deputy Chief of Staff for Logistics (DCSLOG) will—

(1) Establish policy for the logistical support for the Army Chemical Surety Program.

(2) Develop policy for chemical weapons surveillance and assessment programs.

(3) Develop policy and guidance for transporting chemical agents and related material, chemical weapons, and RCWM.

(4) Develop policy and guidance for explosive ordnance disposal (EOD) support to CAI operations.

*d.* The Deputy Chief of Staff for Intelligence (DCSINT) will ensure counterintelligence support to the Army Chemical Surety Program.

*e.* The Inspector General (TIG) will accomplish independent assessments of the Army Chemical Surety Program through compliance inspections and systemic assessments.

*f.* The Surgeon General (TSG) will—

(1) Establish medical policy in support of the Army Chemical Surety Program (including CAIRA).

(2) Maintain a postgraduate medical education program for physicians supporting chemical agent facilities and installations.

(3) Designate a medical consultant on surety for the Army.

*g.* The Assistant Chief of Staff for Installation Management will provide guidance on the application of environmental policy for storage and destruction of the chemical agent stockpile and operations involving RCWM.

*h.* The Chief of Public Affairs will provide public affairs support for the Chemical Surety Program.

*i.* The Judge Advocate General will provide advice on the applicability of laws to chemical agent operations.

- j.* The Commanding General, U.S. Total Army Personnel Command will monitor military personnel reassignments and other personnel actions to ensure that requisitions for PRP personnel are filled with qualified personnel.
- k.* The Commanding General, U.S. Army Materiel Command (AMC), will—
- (1) Establish a surety program per this regulation.
  - (2) Identify user needs and establish an acquisition program for specialized personal protective clothing and equipment.
  - (3) Identify, establish, and maintain training programs to support the chemical agent surety program.
  - (4) Plan and conduct CAIRA exercises as outlined in paragraph 10–2.
  - (5) Provide technical advice and assistance on chemical agents and support equipment to other commands and agencies.
  - (6) Provide technical escort service for the transport of chemical agent material and RCWM.
  - (7) Advise the Commanding General, U.S. Army Forces Command (FORSCOM), of the status of chemical agent shipments to ensure CAIRA support.
  - (8) Establish a quality assurance/quality control program for environmental and safety monitoring. The program will include certification of laboratories, personnel, equipment, and reference standards in support of chemical agent research, development, and acquisition (RDA) storage and demilitarization operations.
  - (9) Approve, support, and oversee contractor-owned, contractor-operated (COCO) facilities used for research chemical agents.
  - (10) Act as lead command to develop and maintain standard chemical agent safety, surety, and security contract clauses, including laboratory operation technical procedures, for use in DOD RDA contracts and agreements involving research chemical agents at COCO facilities.
  - (11) Operate a national inventory control point (NICP) for chemical agent material.
  - (12) Establish, train, and maintain an initial response force (IRF) at AMC installations that store chemical agents. The IRF will be established as described in DA Pamphlet 50–6, chapter 2.
  - (13) Establish, train, and maintain a service response force (SRF) capable of responding to an Army CAI at a chemical agent storage site/demilitarization facility, during off-site transportation of chemical agents and during RCWM operations in CONUS. The SRF will be established as described in DA Pamphlet 50–6, chapter 2.
  - (14) Provide IRF and SRF commander, staff, and appropriate response forces for CAIs at the U.S. Army Medical Research and Materiel Command on-post facilities maintaining custody of research chemical agents.
  - (15) Plan, budget, and execute the on-post portion of the Chemical Stockpile Emergency Preparedness Program (CSEPP) per program and Army guidance.
  - (16) Designate approved storage facilities for RCWM discovered within CONUS. Coordinate with State officials as required.
  - (17) Coordinate emergency transportation and destruction plans with Federal and State regulatory agencies and provide regional and national agreements for transportation of RCWM classified as hazardous waste.
  - (18) Serve as the DOD accountability manager for Schedule 1 chemicals (see glossary).
- (a)* Ensure DOD components do not produce or retain more than permitted amounts, or export to non–States Parties to the Chemical Weapons Convention (CWC).
- (b)* Design and implement an internal DOD data reporting system to track the production, retention, consumption, transfer, and receipt of Schedule 1 chemicals.
- (c)* Coordinate, consolidate and report to DAMO–ODO, all DOD data required to report the next calendar year’s anticipated Schedule 1 chemical production, transfer, and consumption.
- (d)* Coordinate, consolidate, and report to ODCSOPS (DAMO–ODO), all DOD data required to report the previous calendar year’s Schedule 1 chemical production, transfer, and consumption.
- (e)* If necessary to seek an adjustment to DOD national allotments, provide to ODCSOPS (DAMO–SSD) by 1 May of each year, detailed and supported estimates for anticipated DOD Schedule 1 chemical requirements for the following calendar year.
- (19) Operate the Single Small Scale Facility (SSSF), for production of Schedule 1 chemicals for research, medical, pharmaceutical, or protective purposes, per the applicable provisions of the CWC.
- l.* The Commanding General, FORSCOM, will plan for and provide EOD support and security forces to a CAI site when requested by the IRF or SRF commander.
- m.* The Commanding General, U.S. Army Training and Doctrine Command (TRADOC), will—
- (1) Establish a surety program per this regulation.
  - (2) Provide the on-scene coordinator (OSC) and appropriate IRF staff outlined in DA Pam 50–6, chapter 2 and response forces for CAIs on TRADOC installations maintaining custody of chemical agents. If an SRF is required, provide the SRF commander and coordinate with AMC for additional SRF staff and technical CAIRA response assets.
  - (3) Identify, establish, and maintain training programs to support the Chemical Surety Program.

- (4) Operate the Protective Purposes Production Facility (PPPF), for production of up to 10 Kg per calendar year of Schedule 1 chemicals for protective purposes, per the applicable provisions of the CWC.
- n.* The Commanding General, U.S. Army Medical Command (MEDCOM), will—
- (1) Perform MACOM related duties required by this regulation for subordinate chemical agent operations.
  - (2) Establish a surety program per this regulation.
  - (3) Plan, direct, and supervise clinical, medical PRP evaluation, occupational, and environmental health service activities at installations with chemical agent missions through the installation medical authority.
  - (4) Approve, support, and oversee COCO facilities requiring research chemical agents necessary to accomplish medical RDA efforts.
  - (5) Assist AMC in the development and provision of standard surety, safety, and security contract clauses for use in DOD RDA contracts and agreements involving research chemical agents at COCO facilities.
  - (6) Coordinate with AMC for IRF and SRF commanders, staff, and appropriate response forces for CAIs at USAMRMC facilities having custody of research chemical agents.
  - (7) Provide a trained medical chemical advisory team for CAIRA operations to an OSC/SRF commander on notification of a CAI.
  - (8) Provide trained staff for on-post medical treatment facilities in support of installations and activities with chemical agent missions, including RCWM operations. The level of medical support will be sufficient to provide care for casualties associated with the maximum probable event (MPE) (see DA PAM 50–6, chap 6) and maintain back-up emergency medical support for on-post, contractor-operated medical treatment facilities supporting chemical agent operations.
  - (9) On request, serve as the contracting officer's representative (COR) to review health services provided by medical contractors at chemical agent storage and disposal facilities.
  - (10) Provide industrial hygiene support for installations and activities with chemical agent missions. Industrial hygiene support will meet the requirements of AR 40–5 and TSG medical policy.
  - (11) Provide medical training, as described in DA PAM 50–6, chapter 17 for medical response teams and medical augmentation teams to support CAIRA operations.
- o.* Commanding General, U.S. Army Test and Evaluation Command (ATEC) will—
- (1) Establish a surety program per this regulation.
  - (2) Provide the on-scene coordinator (OSC) and appropriate IRF staff outlined in chapter 2 of DA Pam 50–6, and response forces for CAIs on ATEC installations maintaining custody of chemical agents. If an SRF is required, provide the SRF commander and coordinate with AMC for additional SRF staff and technical CAIRA response assets.
  - (3) Identify, establish, and maintain training programs to support the Chemical Agent Surety Program.
  - (4) Plan and conduct CAIRA exercises as outlined in paragraph 10–2.
- p.* Commanding General, U.S. Army, Pacific, will plan for and provide security and support forces to a CAI site when requested by the IRF or SRF commander.
- q.* Commanding General, U.S. Army Corps of Engineers will—
- (1) Assume responsibility for recovery activities (remedial operations) from the SRF when directed by DCSOPS.
  - (2) Nominate Remedial Project Managers to the DCSOPS following a CAI when requested.
- r.* The Director, U.S. Army Nuclear and Chemical Agency (USANCA), will—
- (1) Provide advice and assistance to the ARSTAF, MACOMs, and other Army organizations on surety matters by providing an interface between policy developers and operators.
  - (2) Conduct surety assistance visits to enhance the effectiveness of the surety program.
  - (3) Provide surety related information through USANCA publications.
  - (4) Prepare and forward the annual PRP status report to DOD.
  - (5) Establish and maintain a database on each chemical agent storage location.
  - (6) Perform other surety-related tasks as directed by the DCSOPS.
- s.* The Director, Army Safety Office (DACS–SF) will—
- (1) Develop and manage an Army-wide chemical agent safety program.
  - (2) Coordinate and approve safety waivers and exemptions to personnel safety policies.
  - (3) Establish policy for investigating chemical events.
  - (4) Review surveys, inspections, installation plans, and general construction plans for chemical agent facilities and installations.
  - (5) Review the chemical agent safety programs of MACOMs to ensure adequacy and compliance with Army policy.
- t.* The Director of Military Support (DOMS) will provide assistance requested by State emergency response officials who have communities affected by a military CAI (per AR 500–60).
- u.* The Program Manager for Chemical Demilitarization will—
- (1) Establish and operate a surety program per this regulation
  - (2) Identify, establish, and maintain training programs to support the surety program.

(3) Serve as contracting officer's representative (COR) to review health services provided by medical contractors at disposal facility clinics.

(4) Provide for the design, testing, and operation (design control, technical specifications, plant systemization, prove-out, and day-to-day plant operations) of chemical agent disposal facilities. Coordinate design features requiring changes in storage facilities, munitions handling procedures or security procedures with storage site commanders.

v. Commanders/Directors of activities and organizations with assigned missions to store, handle, transport, or demilitarize chemical agents will—

(1) Establish command surety programs.

(2) Establish installation/activity-specific CAIRA plans per DA Pam 50-6. Plans will be furnished to the next higher headquarters and will be consolidated at the installation level.

(3) Plan and conduct CAIRA exercises per chapter 10.

(4) Forward information, as required by this regulation, to Director, USANCA, for inclusion in the chemical site database.

w. Installation commanders hosting chemical agent disposal facilities and storage sites will—

(1) Establish a memorandum of understanding (MOU) with each chemical agent disposal facility that specifies the detailed responsibilities and working relationships between the host command and tenant disposal activities. The MOU will outline, review, and address procedures for each specific function required to exercise command responsibility of the installation.

(2) Ensure emergency response, environmental compliance, medical support, surety, community relations, and other activities necessary for safe, efficient destruction of chemical agent stocks and termination of surety status are coordinated between the installation and tenant disposal activity.

(3) Organize, train, and equip an IRF from installation assets. Emergency response plans will be integrated to constitute a unified response to an installation CAI.

(4) Plan and conduct CAIRA exercises per chapter 10.

(5) Halt any chemical agent storage or disposal plant operation when unsafe or environmentally unsound operations are observed.

(6) Establish (in coordination with the AMC and MEDCOM) overall medical support for chemical agent storage and disposal operations. This does not include disposal plant occupational health programs.

x. Commanders responsible for contracts requiring custody of chemical agents will—

(1) Ensure that MACOM-approved surety clauses are included in each contract requiring the use of chemical agent or RDTE dilute solutions of chemical agent.

(2) Ensure that contracts are modified to reflect updates to this regulation and supporting regulations.

y. The Director, U.S. Army Technical Center for Explosives Safety (USATCES) will—

(1) Provide final Army review and approval of chemical safety site and construction plans being submitted for approval to the Department of Defense Explosives Safety Board (DDESB).

(2) Track corrective actions resulting from DDESB chemical safety surveys.

(3) Process chemical exemption requests.

(4) Provide technical information and assistance in support of chemical agent safety to Army, MACOMs, and installations.

(5) Support land disposal site plan development.

(6) Provide chemical agent safety training to support Army safety career program requirements with the exception of the chemical demilitarization program.

(7) Conduct Army Safety Program assistance visits. Assistance visits will be scheduled and conducted per approved Army procedures.

z. Commanders of Medical Department Activities (MEDDACs) responsible for supporting installations with a chemical surety mission will designate a physician as the Chemical Surety Medical Support Program Director (CSMSPD).

aa. The Chemical Surety Medical Support Program Director (CSMSPD) will administer and manage the installation's medical support program. The CSMSPD must receive adequate training in the chemical surety mission (such as the Medical Management of Chemical Casualties and the Toxic Chemical Training for Medical Support Personnel course). The CSMSPD will spend at least 20 hours per week on site for clinical and/or administrative duties

## **1-5. Surety program concept**

a. Chemical agents and chemical agent material subject to the provisions of the Army Chemical Surety Program are listed in appendix B.

b. The surety program is a system of reliability, safety, and security control measures designed to protect the local population, workers, and the environment by ensuring that only personnel who meet the highest standards of reliability conduct chemical agent operations, that chemical agent operations are conducted safely, and that chemical agents are secure.

c. Surety is a commander's program focused on the safe and secure storage and destruction of the chemical agent stockpile and the safe and secure use of research chemical agents in the research, development, and testing of chemical defensive measures.

d. Access to chemical agents will be restricted to authorized persons, and the number of persons allowed such access will be kept to a minimum. To maximize safety, the two-person rule will be strictly enforced (see glossary).

e. Chemical surety activities include the following:

- (1) Compliance with mandated safety, operational, and technical procedures.
- (2) Physical security measures to preclude unauthorized access or use of chemical agents.
- (3) Procedures to assess the reliability of personnel designated for or assigned to chemical duty positions through the PRP.

(4) Training and/or experience applicable to the position assigned and verification that each individual in the PRP is proficient in the chemical duties to be performed.

(5) Storage, handling, maintenance, transportation, and accountability of chemical agents.

(6) Treatment and disposal of chemical agents.

(7) Emergency response, including CAIRA and CSEPP.

(8) Assessment of organizations and activities with chemical agent custody, handling, transport, or management missions.

f. Some subcategories of research chemical agents, (research, development, test, and evaluation (RDTE) dilute solutions; small quantities of neat chemical agents used in RDTE; and experimental chemical agents) and RCWM require only limited surety measures, depending on the relative dangers involved in their use, storage and transportation. Specific guidance is contained in chapter 6 (Research Chemical Agents) and chapter 7 (Transportation of Chemical Agents)

g. The requirements for managing Recovered Chemical Warfare Material (RCWM) will remain outside of the Army's Chemical Surety Program except as detailed in chapter 12.

## **1-6. Surety boards and officers**

a. Surety officers. Commanders of installations, arsenals, depots, and other organizations responsible for surety programs (including chemical agent storage, movement, research, development, testing, training, and demilitarization) will appoint surety officers. Commanders will select surety officers who have technical knowledge of chemical agents, operations experience, and broad practical experience in surety procedures. Surety officers will—

- (1) Manage day-to-day operations of the command's surety program.
- (2) Monitor and evaluate the command's surety program.
- (3) Act as the focal point for surety matters.
- (4) Provide oversight for the safety, security, CAIRA, accountability, and PRP to ensure these programs are receiving the necessary emphasis.

b. Surety boards. Since an active and dynamic chemical surety board can assist the commander in successfully managing a command's surety program, commanders may establish local surety boards to assist in accomplishing their surety duties. The composition of the board depends on the command's mission and available external supporting agencies. Surety boards may be consolidated at installation level. Commanders will assign duties to surety boards as needed to assist in administering the command's surety program. Surety boards will assist by—

- (1) Serving as the focal point for surety issues.
- (2) Reviewing surety directives of higher headquarters to determine impacts on the organization's surety program.
- (3) Developing the command's surety program.
- (4) Reviewing and recommending administrative procedures, and operational and contingency plans and procedures.
- (5) Developing solutions to command surety problems.
- (6) Recommending allocation of resources to support surety-related operational and training activities.
- (7) Recommending local procedures to implement PRP screening requirements.
- (8) Fostering close coordination among all staff sections and activities that participate in the command's surety program.
- (9) Reviewing procedures and criteria for submitting waivers (such as detailed information, requirements, compensating measures, etc.).

## **1-7. Supplemental guidance**

a. This regulation does not restrict the authority of commanders to deviate from its policies and procedures in an emergency.

b. Commanders may cite this regulation as the authority for requesting resources necessary to enhance the safety, security, or personnel reliability of chemical agent operations.

c. CWC requirements.

- (1) As a State Party to the CWC, the United States is bound to operate within the requirements set forth by the



treaty. Table B–1 lists specific chemical agents, precursors and toxins that are accountable under the CWC. Collectively, these materials are known as Schedule 1 chemicals.

(2) The United States is obligated not to produce, acquire, retain, transfer, or use Schedule 1 chemicals unless—

- (a) The chemicals are applied to research, medical, pharmaceutical, or protective purposes; and
- (b) The types and quantities of chemicals are strictly limited to those which can be justified for such purposes; and
- (c) The aggregate amount of such chemicals at any given time for such purposes is equal to or less than 1 metric ton; and

(d) The aggregate amount for such purposes acquired by the United States in any year through production, withdrawal from chemical weapons stocks and transfer is equal to or less than 1 metric ton.

(3) DOD and Department of Commerce (DOC) have agreed to divide each of the 1-ton allowances on acquisition and possession between them (500 kg each).

(4) DOD possesses the designated Single Small Scale Facility (SSSF) and the Protective Purposes Production Facility (PPPF), which are the only facilities authorized to produce Schedule 1 materials for protective purposes. Protective purposes are defined as those purposes directly related to protection against toxic chemicals and to protection against chemical weapons, including chemical defensive training.

(5) DOD organizations will abide by these CWC obligations as delineated in this regulation.

d. Commands will forward requests for exceptions and waivers to the policies in this regulation through command channels to HQDA, ODCSOPS, ATTN: DAMO–SSD, 400 Army Pentagon, Washington, DC 20310–0400.

## **Chapter 2**

### **Personnel Reliability Program**

#### **Section I**

##### **Introduction**

##### **2–1. General**

This chapter establishes the chemical Personnel Reliability Program (PRP), as required by Department of Defense Directive (DODD) 5210.65, Chemical Agent Security Program. The purpose of the PRP is to ensure that each person who performs duties involving chemical agents meets the highest possible standards of reliability. The determination of reliability is accomplished through initial and continuing evaluations of individuals assigned to PRP duties. The PRP applies to United States citizens who are active duty military personnel, DOD civil service employees, and DOD contractor personnel.

##### **2–2. PRP Elements**

The PRP is a DOD program. This program includes—

- a. Identifying and designating PRP positions.
- b. Selecting, screening, and evaluating candidates on the basis of valid and favorably completed personnel security investigations (PSIs), screening of local records, and medical evaluations.
- c. Conducting personal interviews and briefings by a certifying official.
- d. Certifying of PRP suitability by a certifying official.
- e. Assigning PRP certified personnel to a PRP position.
- f. Continuing evaluation by supervisors, fellow workers, certifying officials, and support agency personnel.
- g. Issuing medical restrictions from performance of chemical duties when required.
- h. Disqualifying unreliable personnel temporarily or permanently when warranted.
- i. Terminating PRP status administratively when an individual is no longer assigned to a PRP position.

##### **2–3. PRP policy**

a. It is Army policy that the lethal characteristics of chemical agents warrant extraordinary measures to ensure they are properly safeguarded against theft, loss, damage, or unauthorized use. The PRP is one of the cornerstones of this policy.

b. Commanders/Directors having custody of chemical agents will implement a PRP. Individuals certified into the PRP will be under continuing evaluation to ensure adherence to safety, security, and reliability standards. Individuals who do not meet or maintain program standards will not be selected for or retained in the PRP, or assigned chemical duties.

c. Commanders/Directors will designate certifying official(s) to certify individuals' suitability for the PRP. The certifying official is normally the commander or DOD military or civilian supervisor responsible for performing the assigned chemical agent mission. In large organizations where the commander may not have close personal contact with all the personnel he or she is required to certify, the commander may delegate the duties of certifying official.

Commander or directors who designate certifying officials become reviewing officials. Certifying officials are supervisors, team leaders, laboratory managers, or department heads that maintain close personal contact with the individual being certified and are responsible for implementation of the PRP. Although the certifying official may request information or advice from any support agency or activity capable of providing or interpreting such information, the decision to qualify an individual for, or to disqualify an individual from the PRP, is the responsibility of the certifying official, subject to review by the reviewing official.

*d.* Certifying officials must be military or DOD civilian personnel. DOD contractor personnel are prohibited from acting as certifying officials.

*e.* No one will be assigned to a PRP position until the certifying official screens and certifies the individual as suitable for the PRP. Before the certifying official assumes duties, the reviewing official must screen and certify the certifying official into the PRP, except as stated in paragraph 2–10(b). Unless otherwise required, the position of the reviewing official need not be identified as a PRP position.

*f.* Certifying officials will—

(1) Determine PRP suitability and ensure that individuals are qualified, trained, and are proficient before being assigned to chemical duties.

(2) Continuously evaluate personnel assigned to PRP positions.

(3) Promptly remove, or in contracted operations, direct the contractor to remove from chemical duties, any individual whose reliability becomes suspect. In such cases, the certifying official will take prompt action to expeditiously resolve the issue and either reinstate or permanently disqualify the individual.

*g.* The Privacy Act of 1974 will apply. Additionally, all personnel wishing to be considered for assignment to the PRP must grant authority for release of information and records to allow the certifying official and other authorized officials to review medical, personnel, and security files. If an individual does not grant permission for the records check and review, that person is not eligible for the PRP.

*h.* For government-owned, contractor-operated (GOCO) and contractor-owned, contractor-operated (COCO) facilities with chemical agent missions, the Army contracting officers representative (COR) (or properly designated subordinate) will serve as the certifying official for DOD contractor employees authorized to perform chemical duties. Section VIII contains supplemental guidance for PRP certification of contractor employees.

*i.* Certifying officials may appoint PRP monitors to assist in administering the day-to-day functions of the PRP. PRP monitors may also be appointed at installation or activity level to administer the consolidated day-to-day functions of multiple certifying officials. PRP monitor duties include coordinating and disseminating PRP information, indoctrinating and training PRP personnel on program objectives and procedures, and conducting staff assistance visits to all subordinate units with a PRP. The PRP monitors are not required to be in the PRP unless they are assigned chemical duties (see para 2–4a).

*j.* Changes in the PRP assignment status of military personnel will be reported per AR 600–8–11, AR 600–8–23, AR 600–8–104, AR 680–29, and DA Pam 600–8–23.

## **2–4. Identifying chemical PRP positions/chemical duty positions**

*a.* Certifying officials will identify each position required to accomplish chemical duties. Chemical duty positions are held by personnel who—

(1) Require routine access to chemical agents under the two-person rule.

(2) Control entry into limited or exclusion areas and preclude unauthorized access to areas containing chemical agents.

(3) Are operators of chemical demilitarization facility equipment that robotically disassembles chemical munitions/containers or handle chemical agents/munitions during the demilitarization process.

(4) Monitor intrusion detection systems (IDS) for chemical agent limited and exclusion areas. This requirement does not apply to military police personnel monitoring IDS at on-post Category III RDTE facilities or to contract personnel monitoring IDS at off-post Category III RDTE facilities.

(5) Are armed and assigned to security posts (both fixed and mobile) inside chemical agent limited and exclusion areas.

(6) Control access to chemical agents during movements.

(7) Are pilots and crew of aircraft transporting chemical agents.

(8) Are certifying officials.

(9) Are IDS maintenance personnel for limited and exclusion areas containing chemical agents. This requirement does not apply to contract personnel at off-post Category III RDTE facilities.

(10) Are designated as key control officers for limited and exclusion areas containing chemical agents and key custodians for two-person control system keys.

(11) Are material handling equipment operators and drivers of vehicles involved in the movement of chemical agents.

(12) Are members of the U.S. Army Technical Escort Unit (TEU) requiring access to chemical agents.

(13) Are escorts designated to support chemical weapons agreement inspection and /or monitoring teams requiring access to chemical agents.

b. Personnel assigned to chemical duty positions will be placed in the PRP.

c. Explosive ordnance disposal (EOD) and chemical accident/incident (CAI) response personnel are not required to be in the PRP. These personnel will be given access only to the extent necessary to mitigate or eliminate a hazard during an emergency.

## **2-5. Chemical duty position roster (CDPR)**

a. Each organization or activity assigned a chemical agent mission and required to implement a PRP will establish and maintain a CDPR. The CDPR will—

(1) Identify the minimum number of PRP positions required to accomplish the assigned chemical agent mission. Vacant PRP positions will be listed.

(2) Identify individuals who are certified in the PRP, and trained and proficient in assigned chemical duties.

b. The certifying official will provide a copy of the CDPR and any changes to the supporting personnel office, medical activity or contract physician (to include those activities that maintain the records identified in para 2-20), dental facility, alcohol and drug control officer, and security officer.

c. The certifying official or an individual designated to sign for the certifying official will authenticate the CDPR by signing the last page. Individuals who authenticate the CDPR must be assigned to a PRP position listed on the CDPR. Certifying officials who authenticate CDPRs for contractor personnel do not have to be listed on the contractor's CDPR.

d. The CDPR, which may be in any format, will contain the following information:

(1) Unit or organization designation.

(2) Effective date.

(3) Name (last, first, MI).

(4) Social security number (SSN).

(5) Job position title or chemical duties performed. (See para 2-5f for further information.)

(6) Medical surveillance category (A, B, C, or D when applicable). (See DA Pam 40-8 and/or DA Pam 40-173.)

(7) Page number (such as page 4 of 5).

(8) PSI type/date investigation completed (such as NAC/5 Feb 98).

e. Certifying officials will designate only the minimum number of PRP positions to meet chemical agent mission requirements. The certifying official's signature on the CDPR serves the following two purposes:

(1) Ensure that all personnel on the CDPR are certified to perform PRP related duties; and

(2) That the commander has reviewed all current position and that they are required to perform the activities assigned mission.

f. Certifying officials may list either the individual's job title (from table of distribution and allowances/modification table of organization and equipment or other manning/staffing document) or the actual chemical duty(s) performed. It is acceptable to just list the applicable sub-paragraph from paragraph 2-4a (for example 2-4a(8) for certifying officials). A consistent approach will be used for each CDPR. If a certifying official decides to list chemical duties on the CDPR, then all chemical duties that the individual is qualified to perform will be listed.

g. Individuals who are interim certified (see para 2-13b) will be clearly indicated on the CDPR. This documents the certifying official's justification of the need for interim certification.

h. Units may have individuals who are in the PRP undergoing continuing evaluation (completed DA Form 3180), but who are not yet assigned to a PRP position (such as personnel in training, personnel on levy for PRP assignments). Certifying officials may, for convenience, also list these individuals on their CDPRs provided they are clearly identified as being in a training status.

i. Certifying officials will delete from the CDPR individuals who are administratively terminated or permanently disqualified. Certifying officials will not delete names of personnel medically restricted or temporarily disqualified.

j. Each certifying official will maintain a CDPR. It is permissible to consolidate CDPRs at the organization or installation level provided the CDPR information of each subordinate activity is listed separately and authenticated by subordinate activity's certifying official or designated individual.

## **2-6. Technical proficiency**

a. Before authorizing an individual to perform chemical duties, the certifying official will ensure that any required formal instruction is completed, and/or the individual has the requisite experience applicable to the PRP position assigned and is proficient in assigned chemical duties. On-the-job training (OJT) is authorized. Normally, OJT entails the restriction of the individual's access to chemical agents during the training period. However, if the training requires access to chemical agents, the individual being trained may be granted access providing he/she is under the direct supervision of two fully trained and PRP certified individuals capable of satisfying the two-person rule.

b. The certifying official's verification of technical proficiency takes place initially when an individual's name is

added to the CDPR. The certifying official must also ensure that members in the PRP receive any required refresher training for currently assigned chemical duties and receive appropriate new training if additional chemical duties are assigned.

## **Section II**

### **Reliability Standards**

#### **2-7. General**

The certifying official will make a judgment on the reliability of an individual based on an investigation and evaluation of the individual's personnel security eligibility, physical and mental capability, personnel and medical records, and a personal interview. The certifying official will consider all relevant facts on the individual's current and past duty performance, the recommendations expressed in the personnel security investigation and medical evaluation. It will also include the opinion of other agencies and personnel, as appropriate, in making the final judgment about an individual's reliability when performing chemical duties.

#### **2-8. Qualifying factors/requirements**

Certifying officials will use the following PRP qualifying standards/requirements in determining an individual's suitability for the PRP.

*a. Criteria.* The following are the reliability standards expected of all PRP members.

- (1) Physical competence, mental alertness, and technical proficiency commensurate with duty requirements.
- (2) Evidence of dependability in accepting responsibilities and effectively performing in an approved manner; flexibility in adjusting to changes in the working environment.
- (3) Evidence of good social adjustment, emotional stability, and ability to exercise sound judgment in meeting adverse or emergency situations.
- (4) Positive attitude toward chemical duties and the PRP.

*b. Initial interview.* The certifying official will conduct a personal interview with each candidate for PRP duties to look for evidence of the individual's perception of responsibility, exercise of sound judgement, effective performance, and ability to adjust to changes in the work environment.

*c. Personnel security investigation (PSI).* A favorable investigation conducted per AR 380-67 will reflect an affirmative finding that an individual's personnel security eligibility is consistent with the interest of national security.

*d. Personnel records review.* Look for evidence of the individual's acceptance of responsibility, exercise of sound judgement, effective performance, and ability to adjust to changes in the working environment.

*e. Medical evaluation.* The certifying official must be totally confident that the individual being certified is both capable and reliable. To accomplish that, the competent medical authority (CMA) (as defined in glossary) must provide the certifying official an evaluation of the individual's physical capability and mental reliability to perform PRP duties. All potentially disqualifying medical information must be documented in the individual's health records. The CMA will provide the certifying official with sufficient medical information to make a sound judgement on an individual's suitability for the PRP.

*f. Urinalysis testing.* Personnel will undergo urinalysis testing per paragraphs 2-16 and 2-24.

*g. Position qualification.* The individual must have technical proficiency commensurate with assigned chemical duties.

#### **2-9. Disqualifying factors/actions on detection**

Any of the following traits, diagnoses, conditions, or conduct as listed in paragraphs a through k below is grounds for the disqualification of individuals from the PRP. The list is not all encompassing and contains only examples of disqualifying factors.

*a. Alcohol dependent/alcohol abuser.* Based on the circumstances, certifying officials will either permanently or temporarily disqualify (see sec VI) any individual diagnosed as alcohol dependent or an alcohol abuser. A CMA will determine whether an individual is alcohol dependent or an alcohol abuser.

(1) An individual diagnosed as alcohol dependent, or already permanently disqualified for alcohol dependence, may be requalified for PRP duties only after meeting the following conditions:

(a) The individual successfully completes an initial intensive rehabilitation, if prescribed, followed by a 1-year period of strict compliance with aftercare requirements, regular and frequent participation in meetings with Alcoholics Anonymous or a similar organization, and abstention from alcohol.

(b) A PRP qualification screening, including mental health evaluation and a favorable prognosis by CMA, has been completed and forwarded in the request for requalification (see para 2-31 for guidance on the requalification process).

(c) The responsible certifying official must determine that the value of the individual's presence in the PRP outweighs the risk from potential future alcohol-related incidents and must document that fact he/she has full trust and confidence in the member's reliability.

(2) An individual temporarily disqualified for alcohol dependence may have the temporary disqualification removed

and be returned to PRP duties after successfully completing at least one half of the prescribed aftercare program. A favorable prognosis by the CMA is required before an individual can be returned to PRP duties.

(3) An individual diagnosed as an alcohol abuser but who is not alcohol dependent, or already temporarily/permanently disqualified as an alcohol abuser, may be returned to PRP duties only after meeting the following conditions:

(a) The individual successfully completes a minimum 180-day rehabilitation program, or treatment regime, prescribed by the CMA.

(b) The individual demonstrates positive changes in job reliability and lifestyle.

(c) The CMA provides a favorable medical prognosis.

*b. Alcohol-related incidents.* Certifying officials will temporarily disqualify any individual involved in an alcohol-related incident. The certifying official will investigate the circumstances and request a medical evaluation. An individual not diagnosed as alcohol dependent/abuser may be returned to PRP duties when the certifying official determines the individual to be reliable, based on results of the investigation and the medical evaluation.

*c. Drug abuse.*

(1) Except for the category of individuals identified in subparagraph 2-9c(6) and (7) or otherwise provided in this regulation, any use, admitted or otherwise disclosed, of illicit drugs such as marijuana or cannabis-based products, heroin, heroin derivatives, cocaine, "crack," phencyclidine (PCP), lysergic acid diethylamide (LSD), "ecstasy," or other "designer" drugs, amphetamines, barbiturates, or other narcotic drugs not prescribed by proper medical authorities, and anabolic steroids will render an individual ineligible for admission to or retention in PRP duties. Certifying officials having any doubt on the status of a certain drug (illicit, illegal, or controlled), will consult the CMA. Additional assistance may be requested from the MACOM or supporting legal office. If the substance is deemed illicit, illegal, or controlled, the individual will be permanently disqualified from the PRP.

(2) Inadvertent overdose of prescription or over-the-counter medication that does not result in a long-term side effect will not necessarily require the individual to be permanently disqualified.

(3) Any individual suspected of using illegal drugs while in the PRP will be temporarily disqualified and referred for an Army Substance Abuse Program (ASAP) evaluation or one provided by a private accredited substance abuse counseling service. On receipt of the evaluation, the certifying official will either initiate permanent disqualification action or reinstate the individual into the PRP as appropriate.

(4) Any individual found to have been involved in unauthorized trafficking, cultivation, processing, manufacturing, or sale of any narcotic or dangerous drug such as those mentioned above, or marijuana or cannabis-based products, will be ineligible for PRP duties. Such individuals will be permanently disqualified.

(5) Any individual found to inappropriately use other substances to alter perceptions or mental faculties, such as sniffing glue, aerosol fumes, or any other substance not intended for human ingestion will be permanently disqualified.

(6) It is not the intent of this regulation to automatically render ineligible for the PRP any individual who before 25 May 1993 has disclosed pre-service/pre-employment drug abuse, or who has not yet been asked to make such disclosure and who is currently certified for PRP duties after having been formally screened per then-existing guidance. Further requalification of such individuals for future PRP status will be per this regulation, except that previously disclosed and considered drug abuse and pre-service/pre-employment drug use not required previously to be disclosed, will not be the sole grounds for denial of requalification or mandatory disqualification.

(7) Pre-service/pre-employment marijuana, hashish, or other cannabis-based products used on an experimental or infrequent basis does not necessarily render an individual ineligible for consideration for, or retention in, a PRP position. It is incumbent on the certifying official, with CMA consultation, to determine the degree to which the pre-service/pre-employment use impacts the reliability of the individual. An individual being screened for the PRP (having disclosed pre-service/pre-employment use of marijuana, hashish, or other cannabis-based products) may be certified in the program if a CMA's medical evaluation establishes no cannabis dependency, and there is no additional information that would cause the certifying official to doubt the individual's reliability. If the pre-service/pre-employment cannabis use is discovered after an individual is already in the PRP, and there is no other information that would cause doubt about the individual's reliability, the certifying official, with CMA consultation, may retain the individual in the PRP. If the certifying official has reason to doubt or suspects the individual's reliability for PRP duties, the certifying official will take the following actions:

(a) Temporarily disqualify the individual.

(b) Conduct an evaluation of the individual's drug abuse involvement and current and past duty performance.

(c) Initiate a PRP qualification screening, including a complete medical evaluation.

(d) Justify and document any decision to retain the individual in the PRP. The documentation will include a determination that retention is in the best interest of the service and national security, and statements by the reviewing and certifying officials that the individual's reliability is not in doubt.

(e) Permanently disqualify individuals determined to be unsuitable for retention in the PRP.

*d. Negligence or delinquency in performance of duty.* Because a good indication of reliability is past performance, the certifying official will review the PRP candidate's job or duty history for evidence of desirable traits such as dependability, flexibility, and good judgement. In determining reliability, the certifying official must evaluate all

aspects of an individual's actions. For example, clear instances of youthful indiscretion are not necessarily proof of negligence or unreliability.

*e. Conviction of, or involvement in, a serious incident.* A PRP candidate's background will be reviewed for behavior patterns that show or suggest a contemptuous attitude toward the law, regulations, or other duly constituted authority. Serious incidents include, but are not limited to assault, sexual misconduct, financial irresponsibility, inordinate number of traffic tickets, and child or spouse abuse.

*f. Medical condition.* Any significant mental or physical medical condition substantiated by a CMA or aberrant behavior considered by the certifying official to be prejudicial to reliable performance of PRP duties may be considered as grounds for permanent disqualification from the PRP.

*g. Hypnosis.* The CMA will evaluate personnel treated with hypnotherapy and make a recommendation on their suitability for duty in the PRP.

*h. Serious progressive illnesses.* Certifying officials will be notified immediately of any individual being considered for or currently performing in a PRP position who has been diagnosed with a serious progressive illness. This includes Acquired-Immune Deficiency Syndrome (AIDS) or testing positive for the Human Immunodeficiency Virus (HIV). The certifying official will take the necessary actions to screen the individual both medically and psychologically. However, individuals with AIDS or who are HIV positive will not be treated differently than other individuals with other serious progressive illnesses solely on the basis of being diagnosed with AIDS or testing HIV positive. As with all potentially disqualifying medical conditions, the certifying official must decide each case on the specific medical and other pertinent evaluations of the individual involved. The primary consideration in all determinations must be that of personnel reliability.

*i. Poor attitude or lack of motivation.* Any display of poor attitude or lack of motivation as evidenced by aberrant attitude (arrogance, inflexibility, or suspiciousness), behavior (impulsiveness, destructiveness, or suicide threats), or mood (unusual happiness, sadness, or agitation) may be grounds for permanent disqualification.

*j. Suicide attempt.* Any suicide attempt, disclosed and considered after the date of this revision, will be cause for permanent disqualification.

*k. Cannot wear protective equipment.* Inability to wear personal protective equipment required by the assigned position will be cause for permanent disqualification.

### **Section III**

#### **Administrative Screening**

##### **2-10. Administrative screening before PRP assignment**

*a.* The losing organization will screen and evaluate all military and DOD civilian personnel with orders directing reassignment to a chemical PRP position before travel. The individual must meet qualifications cited in assignment orders. Orders of permanently disqualified soldiers will be cancelled per AR 600-8-11.

*b.* Personnel who act as certifying officials only for the purpose of administrative screening need not be in the PRP.

*c.* Personnel assigned or scheduled for assignment to PRP positions must have their personnel and medical records screened, and have a current and favorably completed PSI. Follow the procedures outlined in paragraphs 2-13 through 2-15 to complete this screening. The sequence of medical and personnel screening and administrative processing may be adapted to meet the needs of the certifying official or agencies.

*d.* If the certifying official finds the levied individual suitable for PRP duties after completion of the screening, the certifying official will brief the individual per paragraph 2-17.

*e.* DA Form 3180 (see AR 50-5) will be completed for each individual screened and evaluated for the PRP. Copies of the signed DA Form 3180 (through part V) will be distributed per paragraph 2-17, and the individual will be placed under continuing evaluation.

*f.* Drug abuse screening/urinalysis testing (para 2-16) is not required to complete the PRP administrative screening process.

*g.* Individuals pending reassignment to a chemical PRP position who are currently in the PRP will not be administratively terminated (see para 2-30).

*h.* The certifying official will permanently disqualify any individual found unsuitable for the PRP (see para 2-29).

### **Section IV**

#### **Certifying Official's Screening**

##### **2-11. General**

The concept of personnel reliability is a vital element of the Chemical Surety Program. An individual is presumed reliable when there is no evidence of unreliability. In the absence of a test for reliability, the PRP provides a process for initial screening and continuing evaluation of an individual's health, attitude, behavior, and duty performance while assigned to a PRP position, or in the case of paragraph 2-10 above, being transferred into a PRP position. The

certifying official, based on the absence of evidence to the contrary, determines an individual's suitability for and retention in the PRP.

*a.* PRP screening occurs by the following:

(1) By the losing organization before departure when orders direct reassignment to a PRP assignment at another organization or installation (see para 2–10).

(2) Before being assigned to PRP positions.

*b.* DA Form 3180 will be completed for each individual screened and evaluated for the PRP. The sequence of medical and personnel screening and administrative processing may be adapted to meet the needs of the certifying official or agencies. Facsimile stamps will not be used for signatures on the DA Form 3180. The certifying official may make a determination of unsuitability at any time during the screening process.

*c.* Certifying officials of organizations receiving medical support from non-Army facilities or from United States civilian contract physicians will provide a copy of this regulation to the supporting medical facility contract physicians for use in evaluating personnel for the PRP.

## **2–12. Initial interview**

*a.* To initiate the screening process, the certifying official (or designated representative) will interview each PRP candidate. The certifying official will—

(1) Inform the candidate of the Privacy Act and provide the candidate with a copy of the Privacy Act statement. If the candidate objects to the required screening, the screening process will be discontinued.

(2) Review with the candidate the concept of the PRP and the reliability standards, both qualifying and disqualifying (sec II) for assignment to or retention in a PRP position. The certifying official will ensure that the candidate understands the traits and conduct normally considered disqualifying. The certifying official will—

(a) Determine whether the candidate has ever used illicit drugs or has been involved in the unauthorized trafficking, cultivation, processing, manufacturing, or sale of any narcotic or dangerous drugs or cannabis products.

(b) Determine whether any of the other traits or conduct normally considered disqualifying exist.

(c) Explain that personnel assigned to chemical duty positions must be able to wear protective

(d) If there is any doubt regarding clothing and equipment, the matter will be resolved at this point.

(e) Explain the importance of PRP assignments and the responsibilities involved in associated chemical duties.

(f) Explain the continuing evaluation aspects of the PRP to include each individual's responsibility to actively participate in this evaluation and that personnel found suitable for PRP duties remain under continual evaluation until either permanently disqualified or administratively terminated.

(g) Complete DA Form 3180, part 1.

*b.* Should the certifying official determine that the candidate is unsuitable for the PRP (see para 2–9), the certifying official will terminate the PRP screening process and follow procedures for permanent disqualification (para 2–29). For civil service applicants who are not current Federal employees, the certifying official will return the interview referral slip to the placement specialist. Contractors may terminate the PRP screening process per internal procedures at any time before the involvement of the government certifying official. Procedures for permanent disqualification do not need to be followed unless the contractor employee is currently in the PRP.

*c.* Should the certifying official determine that the candidate is acceptable for further screening, the screening process will be completed per local procedures.

## **2–13. Personnel security investigations (PSI) and clearance requirements**

*a. NACIC.* Personnel scheduled for initial assignment to PRP positions must have favorably adjudicated ENTAC or higher level PSI completed within 5 years of appointment to the PRP. In addition, there must be no break in active Federal service or employment longer than 2 years occurring between completion of the investigation and initial assignment. In cases where the investigation ended more than 5 years before initial assignment or where a break in active Federal service or employment exceeded 2 years after completion of the investigation, the PSI is outdated for PRP purposes and a new investigation is required.

*b. Interim certification.* Interim certification is authorized for an individual who does not meet the requirement of a current ENTNAC, NAC, and/or NACIC, that is, completed within the past 5 years, subject to the following conditions:

(1) The individual's favorable ENTNAC and/or NAC and/or NACIC and/or higher PSI is more than 5 years old, and no break in active Federal service or employment has exceeded 2 years since the date the investigation was completed. Service as a cadet at any of the four Service academies may be considered "active service;" however, for purposes of this regulation, ROTC enrollment and active duty for training by Reserve component soldiers will not be considered "active service".

(2) A new NAC and/or NACIC must have been requested and all other requirements of the PRP screening process have been completed.

(3) The individual must be identified to supervisory personnel, entry controllers who directly control access to

exclusion areas, and others (as necessary) as having interim certification status. The CDPR, entry authorization lists, and individual access badges must be specifically marked to designate interim certification status.

(4) The individual will not be paired in a two-person team with another individual also having only interim PRP certification.

(5) If the NAC and/or NACIC is not completed within 120 days of the date requested, the certifying official will request a reason for delay from the Defense Security Service (DSS). The certifying official will then determine whether to continue or withdraw the interim certification.

*c. Supplemental guidance.*

(1) DA Form 873 (Certificate of Clearance and/or Security Determination) issued by the Commander, U.S. Army Central Personnel Security Clearance Facility (CCF), DSS Form 1 or DSS Form Letter 72 are evidence of a favorable investigation. In the absence of these forms, the certifying official must coordinate with the local security manager to determine if the existing PSI is favorable. Based on telephonic coordination with CCF or DSS, evidence of a favorable investigation may be in the form of a memorandum prepared by the local security manager. The memorandum will indicate the security manager coordinated with CCF or DSS after waiting 120 days with no written notice. The memorandum will also indicate that no derogatory information was received and, therefore, the investigation is considered favorable.

(2) Certifying officials do not have to review PSI investigative files (dossier) for personnel being assigned to PRP positions. However, certifying officials may request a dossier be made available for review whenever they believe it is necessary. (See AR 381-45.)

(3) PSIs completed on Reserve component service members and ROTC cadets are valid for PRP purposes as long as the individuals enter active duty within 2 years of the PSI completion date (DOD contractor employment with access to classified information or in the PRP is considered the same as DOD employment).

(4) During administrative screening, individuals will not be found unsuitable for the PRP on the basis of an inadequate or outdated PSI. If the PSI is outdated for the PRP, a request for a new PSI will be submitted as part of the administrative screening before travel. Travel will not be delayed pending completion of a PSI. However, if the command is aware that the PSI has developed derogatory information potentially reflecting on PRP or security clearance eligibility, travel will be delayed. Commands will only deny travel if final PSI results are unfavorable and/or the security clearance, if required, is denied, or the individual does not meet the requirements of paragraph 2-13b for interim certification.

(5) Individuals on whom the appropriate security office has submitted a request for a periodic review (PR) before the expiration date of their PSI, will remain certified for PRP purposes. Individuals whose PSI lapses before submission of the PR, will be temporarily disqualified until submission of the PR request at which point they will be returned to a fully certified status pending the completion of the PR.

## **2-14. Personnel records screening**

The supporting personnel officer or a designated representative will screen the military personnel records jacket (MPRJ) or the civil service employee's official personnel folder (OPF) and complete the appropriate portions of DA Form 3180, part II. For contractor employees, the contractor's personnel manager or a designated subordinate will perform the screening. The screening official will—

*a.* Coordinate with the security manager to determine whether the PSI is valid for PRP purposes (para 2-13). Also, verify that the individual has not had a break in active duty military service or DOD employment of more than 2 years since the PSI was completed. If the PSI is not valid, a request for a new PSI will be submitted per AR 380-67.

*b.* Determine the individual's citizenship. If not a United States citizen or United States national, advise the certifying official that the individual is ineligible for the PRP. As appropriate, initiate a request for deletion from the assignment.

*c.* Determine if the individual's records contain information that may preclude assignment to a PRP position. When potentially disqualifying information is identified (see para 2-9), place it in a sealed envelope marked "EXCLUSIVE FOR" and provide it to the certifying official per local procedures.

*d.* Process the DA Form 3180 (as appropriate) per local procedures.

## **2-15. Medical/Dental evaluation**

*a.* As part of the required screening process, medical histories and local records, if they are sufficiently comprehensive and current, will be evaluated to determine the candidate's physical and mental qualifications under the standards for the PRP.

(1) A CMA must screen military health records (HREC) and civilian employee medical records (CEMR). When the review is accomplished by other than the CMA and raises a question or identifies potentially disqualifying information about an individual's physical capability or mental suitability for assignment to a PRP position, the records will be referred to the CMA for further evaluation or medical examination.

(2) If available medical records are inadequate, the CMA will conduct a medical examination to determine medical qualification under PRP standards. The medical evaluation will include a mental health consultation when deemed



prudent by the CMA or at the request of the certifying official. The CMA will document all potentially disqualifying information of a medical nature in the individual's medical records.

(3) The CMA will annotate the SF 600 with a statement indicating that the individual and/or individual's records have been screened under the reliability standards of AR 50–6. In addition, the SF 600 will indicate the nature of any potentially disqualifying information and a statement indicating that potentially disqualifying information has or has not been forwarded to the certifying official. The medical record entry will include the name, grade, and signature of the official conducting the screening and the date of the screening.

(4) The CMA will complete DA Form 3180, parts III and IV (as appropriate) and check the appropriate block indicating whether information which may preclude assignment to the PRP is or is not attached. The CMA will advise the certifying official of any condition that may reflect on an individual's suitability for assignment to a PRP position. This includes any prescribed medication or treatment that may detract from the ability of an individual to perform chemical duties. The CMA will also provide a recommendation to the certifying official as to whether the identified potentially disqualifying information will preclude the individual from performing chemical duties. The CMA will identify any limitations in duties or reasonable accommodations that might allow the individual to safely and reliably perform such duties (see Americans with Disabilities Act, 42 USC 12101–12111, and implementing regulations in 29 CFR Part 1630). The CMA will not recommend any accommodations that could cause injury to the individual or another worker. Safety will be considered and the safety officer will evaluate any change. Persons with a disability will not be discriminated against, but worker safety will not be compromised. When the CMA identifies potentially disqualifying information, it will be placed in a sealed envelope, marked "EXCLUSIVE FOR" and provided to the certifying official per local procedures. Because potentially disqualifying information (PDI) is often confidential medical information covered by the Privacy Act, electronic mail systems will not be used to transmit PDI. However, electronic mail may be used by the CMA to notify a certifying official that a memorandum transmitting PDI has been prepared and is being forwarded or awaiting pickup.

*b.* Certifying officials and reviewing officials may direct the review of health records of personnel being screened for the PRP or those currently in the PRP at anytime to make suitability determinations required by this regulation. The CMA will conduct the review to prevent any possible misinterpretation of health record data. Because of the sensitive and confidential nature of health records, authority to direct the review extends only to certifying officials and reviewing officials. Certifying officials may not delegate this authority to contractor employees assisting the certifying official without the written consent of the employee.

(1) The authority to review health records also extends to Army Substance Abuse Program (ASAP) information for military personnel (authorized under AR 600–85, para 7–4) and the Employee Assistance Program (EAP) for civilian personnel (established by 5 USC section 7904). In civilian PRP personnel cases, 42 USC section 290dd–2, as implemented by 542 CFR Part 2, prohibits the release of substance abuse information without the patient's written consent. Certifying officials cannot require civilian employees to sign substance abuse consent forms as a condition of employment. Certifying officials must rely on the continuing evaluation aspects of the PRP in such circumstances to detect drug or alcohol problems.

(2) Certifying and reviewing officials may not release or discuss the content of health records except as provided in the preceding paragraph or as otherwise permitted by the Privacy Act of 1974. Refer questions to the servicing legal office.

(3) For contractor operations that require the establishment of a PRP, contracts must include provisions for official access to contractor PRP health records as a prerequisite for certifying and reviewing employee PRP eligibility.

*c.* On completion of medical screening, process the DA Form 3180 per local procedures.

*d.* Certifying officials of organizations receiving medical support from non–Army medical facilities or from United States civilian contract physicians will provide a copy of this regulation to the supporting medical facility contract physicians for use in evaluating personnel for the PRP.

## **2–16. Drug abuse screening/urinalysis**

All military and DOD civilian employees who are candidates for the PRP must undergo urinalysis testing per AR 600–85 before being certified into the PRP. DOD contractor employees also have to undergo drug abuse screening before the certifying official may certify a contractor employee into the PRP. (See para 2–24 for special handling requirements on urinalysis results for DOD civilian and DOD contractor employees.)

## **2–17. Certifying official's evaluation and briefing**

After the personnel record screening and medical evaluation are complete, the certifying official will review DA Form 3180 and any potentially disqualifying information provided during the screening process. The certifying official will also verify the required PSI is current or initiated.

*a.* For individuals found suitable for the PRP, the certifying official will complete Part V, DA Form 3180, part V and brief the individual in the following areas:

(1) That the individual has been found suitable for the PRP.

(2) The duties and responsibilities of the individual's PRP position.

- (3) Any hazards associated with the individual's assigned chemical duties.
  - (4) The two-person rule, to include restrictions placed on interim status personnel.
  - (5) The current threat and physical security procedures used to counter this threat.
  - (6) Each person's obligations under the continuing evaluation aspects of the PRP. The individual will be instructed to observe and report directly to the certifying official any factor, behavior, or condition (to include use of prescribed medication) that may adversely affect either the individual's duty performance or that of fellow workers. The certifying official will also emphasize that the individual must immediately report any medical treatment received, or medication prescribed by non-DOD medical or dental facilities.
- b.* At the close of the briefing, the individual and the certifying official will complete DA Form 3180, part VI. The individual's signature indicates that a briefing on the standards and objectives of the PRP was received and understood.
- c.* Distribute the DA Form 3180 as follows:
- (1) The installation will maintain the original or a copy.
  - (2) Send one copy (or original if not maintained at local installation) to the custodian of the individual's MPRJ or OPF, or to the contractor's personnel management office.
  - (3) Send one copy to the supporting medical activity and maintained in the individual's file.
  - (4) Send one copy to the supporting dental activity and maintained in the individual's file.
- d.* If the certifying official determines an individual unsuitable for a PRP assignment, the certifying official will terminate the screening process, complete DA Form 3180, parts V and IX and follow procedures for permanent disqualification (para 2-29).

## **2-18. Previously screened personnel**

- a.* Whenever a PRP certified individual transfers to another PRP position under a different certifying official, the gaining certifying official must interview the individual before assignment to the new PRP position. A rescreening of medical and personnel records will be conducted whenever the records move to a new organization or location. The rescreening of records helps ensure that the new certifying official has current and complete information about the individual's job performance and reliability before the interview.
- b.* If the reassignment does not involve movement of medical and personnel records, the certifying official may assign the individual to a PRP position based on an interview and the previous screening and evaluation. The certifying official will use the DA Form 3180 from the individual's last assignment. The certifying official will complete the next blank line in DA Form 3180, part VI to indicate that the required interview and briefing was done. If all lines in part VI are filled, the current DA Form 3180 may be continued by entering the individual's name, grade, and SSN and completing part VI of a new DA Form 3180 and stapling it to the current form. If the certifying official decides to use the individual's DA Form 3180 from the last assignment, the certifying official will—
- (1) Verify PSI and security clearance (if applicable).
  - (2) Interview and brief the individual per paragraph 2-17.
  - (3) Distribute copies of the individual's DA Form 3180 per paragraph 2-17c.
- c.* When an individual arrives from a non-PRP assignment with a DA Form 3180 completed from administrative screening (para 2-10), the gaining certifying official will completely rescreen and execute a new DA Form 3180 before assigning the individual to PRP duties.
- d.* Figure 2-1 provides a summary of the above screening requirements.
- e.* A new PSI is required under any one of the following conditions:
- (1) Personnel assigned to serve in PRP duties will have a PSI PR every 5 years, regardless of when they were last certified into the PRP; or—
  - (2) A break in active duty military, DOD civilian, or DOD contractor employment exceeding 2 years; or—
  - (3) If the certifying official requests a new PSI based on significant derogatory information or allegations.

## **2-19. Identifying personnel records**

On receipt of the signed DA Form 3180 (original or duplicate), showing an individual is in the PRP and under continuing evaluation DA Form 3180, parts V and VI completed), the personnel officer will affix DA Label 164 (Nuclear/Chemical Personnel Record Label) to the personnel records.

## **2-20. Identifying health records**

On receipt of a copy of the signed DA Form 3180 showing an individual is in the PRP and under continuing evaluation (DA Form 3180, parts V and VI completed), the medical treatment facility will identify the individual's health and dental records per AR 40-66. If an Army medical or dental treatment facility maintains the records, DA Form 4515 (Personnel Reliability Program Record Identifier) will be inserted in the folder. When another Service's medical treatment facility maintains the records, the host service's comparable form(s) may be used to identify Army PRP records. The following types of records will also be identified when maintained apart from the individual's health records:

- a. Inpatient (clinical) treatment records.
- b. Outpatient treatment records.
- c. Dental records.
- d. Clinical psychology individual case files.
- e. Social work individual case files.
- f. Alcohol and drug abuse rehabilitation files.

<p>1. Individuals entering their first PRP assignment or being reassigned from non-PRP position to a PRP position:*</p> <p>Complete screening required.</p> <p>Initiate DA Form 3180.</p>
<p>2. Individuals transferring from one PRP assignment to another, which does <u>not</u> require transfer of personnel and medical records:</p> <p>Complete rescreening not required.</p> <p>Gaining certifying official:</p> <ul style="list-style-type: none"> <li>-verifies PSI / clearance if applicable</li> <li>-conducts interview/briefing</li> <li>-completes next blank line in Part VI, DA Form 3180</li> </ul>
<p>3. Individual transferring from one PRP assignment to another, which requires transfer of personnel and/or medical records:</p> <p>Complete rescreening required.</p> <p>Initiate DA Form 3180.</p>

\* Personnel administratively screened for levy will be completely rescreened by gaining certifying official and a new DA Form 3180 will be executed.

Figure 2-1. Screening Requirements

## Section V

### Continuing Evaluation

#### 2-21. General

- a. Certifying officials will ensure that all personnel assigned to PRP positions are subject to a continuing evaluation of their reliability. Certifying officials are responsible for ensuring that all military, civilian, and contractor personnel assigned to PRP positions meet all requirements of continuing evaluation.
- b. To ensure that continuing evaluation is effective, certifying officials will establish and maintain close-working

relationships with supporting activities to ensure they are fully aware of their PRP-related responsibilities and that they provide required support.

## **2-22. Individual and supervisor responsibilities**

*a.* Individuals assigned to PRP duties are responsible for monitoring their own reliability and the reliability of others performing PRP duties. Failure to discharge those responsibilities may cast doubt on an individual's reliability. Individuals must be aware of how problems, concerns, and circumstances may reduce their effectiveness and impair capability or reliability. Individuals will advise their supervisors or certifying official of any factors that could have an adverse impact on their performance, reliability, or safety while performing PRP duties. Individuals will inform support agencies of their active PRP status before treatment or consultation and will inform their supervisor or certifying official when another individual in the PRP appears to be involved in situations that may affect reliability.

*b.* Supervisors will monitor the reliability of their subordinates and notifying the certifying official of any potentially disqualifying information. An individual whose assignment is subject to the reliability standards in this regulation will be identified to other supervisors so information that raises questions about that individual's judgement or reliability can be reported and acted on without delay.

## **2-23. Medical treatment**

*a.* Each time a PRP-certified individual visits a government medical treatment facility (including mental health clinic), the CMA must determine reliability effects and notify the certifying official when the medical treatment could impact the individual's reliability or duty performance. The CMA will ensure that all potentially disqualifying information of a medical nature is documented in the individual's health records. The CMA's principal responsibility is to provide the certifying official with sufficient medical information to make a sound decision concerning an individual's suitability to perform PRP duties and whether a change in the individual's PRP status is warranted. When potentially disqualifying information is identified, it will be placed in a sealed envelope, marked "EXCLUSIVE FOR" and provided to the certifying official per local procedures.

(1) When medication is prescribed, notification is required when the medication could affect the patient's physical or mental abilities. Notification is mandatory when narcotics, sedatives, or tranquilizers (mood or mind-altering medications) are prescribed, regardless of anticipated effects.

(2) The CMA will promptly notify the certifying official if an individual's behavior suggests emotional instability, current drug or alcohol abuse, or the need for treatment with narcotics, sedatives, or tranquilizers.

(3) When the CMA has any doubts concerning an individual's reliability, the certifying official must be promptly notified.

*b.* When a PRP individual receives nonmilitary medical or dental treatment (including TRICARE referrals), the CMA will review and determine the effect of the care on the individual. The CMA will record results of that evaluation in the individual's medical records and notify the certifying official when the medical treatment could impact the individual's reliability or duty performance.

*c.* Hypnosis. Hypnosis will not be administered to individuals in the PRP without the knowledge of the individual's certifying official. The certifying official will determine, in coordination with the CMA, if any potential for degraded job performance or diminished reliability exists.

## **2-24. Drug abuse screening/urinalysis**

*a.* Military and DOD civilian employees in the PRP will receive periodic urinalysis testing per AR 600-85. DOD contractor employees in the PRP will undergo periodic testing on a random basis to ensure the deterrent value of testing.

*b.* Physicians acting as medical review officers for DOD civilian or DOD contractor urine drug testing programs will not contact certifying officials with positive urine drug screening results until the employee has had an opportunity to document the use of prescription drugs and discuss the test results with the physician. On verifying the positive urine drug test result as evidence of unauthorized use, the physician will notify the certifying official. If the physician determines the positive urine drug test is the result of authorized use of prescription drugs, the physician will not notify the certifying official. The physician will counsel the individual to promptly report the use of any prescription medication to the certifying official.

## **2-25. Personnel security investigations/periodic reinvestigations for PRP purposes**

*a.* All personnel assigned to PRP duties are required to have a PR every 5 years, regardless of when they were last PRP qualified. A new PSI is required when a break in active Federal service or employment exceeds 2 years, or if the certifying official requests a new PSI based on significant derogatory information or allegations.

*b.* Certifying officials may at any time require a PR or local records check if an individual's reliability is suspect.

*c.* Individuals requiring a PR will initiate the PR 6 months before expiration and will remain qualified while the PR is being conducted. If the PR is not submitted before expiration, the certifying official will temporarily disqualify the

person from the PRP until the PR is submitted. Once the PR is submitted, the certifying official can return the individual to a fully qualified status.

*d.* If the assignment also requires a security clearance, the periodic reinvestigation (PR) requirements of AR 380–67 must be met.

*e.* PRP assignments may be considered consecutive if time intervals between assignments are due to administrative processing delays related to permanent change of station actions or assignment to a position targeted for PRP inclusion (for example, a chemical agent demilitarization facility under construction) where the PRP has not yet been implemented. The 2-year break in service limitation still applies.

## **Section VI**

### **Temporary and Permanent Removal From PRP Duties**

#### **2–26. General**

Removal from the PRP can be either temporary (medical restriction or temporary disqualification), permanent (permanent disqualification), or administrative (administrative termination) depending on the particular circumstances. Subsequent sections discuss each of the options for removing an individual from the PRP. General guidelines are listed as follow:

*a.* The type of disqualification (temporary or permanent) depends on the circumstances, character, and transitory or continuing nature of the cause of the unsuitability or suspected unsuitability.

*b.* When making a reliability determination, the issue is not an individual's guilt or innocence of some particular offense; rather, the issue is whether the individual will be retained in a PRP position. It is not necessary to complete an investigation, to take disciplinary action (either civil or military), or to complete other personnel actions before the certifying official decides whether to disqualify or retain an individual in the PRP. Determination of an individual's reliability rests with the certifying official.

*c.* Permanent disqualification from the PRP is neither an adverse personnel action nor the basis for disciplinary action. However, the reason for disqualification may be adverse and warrant action under the Uniform Code of Military Justice or civil law or require other personnel actions (for example separation, suspension, revocation of access to classified information, or reassignment).

*d.* If PRP certification is a condition of employment/service, and the individual is permanently disqualified from the PRP, and other positions for which the individual is qualified are not available, separation from employment/service may be appropriate.

#### **2–27. Medical restriction**

When performance of PRP duties may be temporarily impaired by the use of prescribed medication, a temporary medical condition, or short-term stress, the certifying official will (after consultation with a CMA) restrict the individual from performing those affected PRP duties for up to 30 days. If the condition persists longer than 30 days, the certifying official may review and extend the restriction at 30-day intervals.

*a.* Medical restriction is used when the problem is of short duration. Medical restriction may be imposed while conducting an investigation or medical evaluation to determine if a situation or incident could have an adverse effect on an individual's suitability and the individual's reliability is not suspect.

*b.* Medical restriction requires that the certifying official temporarily remove the individual from affected PRP duties, notify the individual and immediate supervisor in writing of the nature and circumstances of the restriction, and resolve the issue promptly. When the temporary condition or situation is resolved, the certifying official will restore the individual to assigned PRP duties. If the condition becomes prolonged or permanent, the certifying official will initiate either temporary or permanent disqualification procedures, as appropriate.

*c.* Examples of when medical restriction is appropriate include the following:

(1) An individual taking a medically prescribed drug that may impair duty performance.

(2) Emotional disorientation due to family problems or the death or illness of a relative, family member, or close friend.

(3) A physical injury or other condition (including pregnancy) that temporarily impairs the individual's ability to perform assigned PRP duties. Medical restriction may be extended to include both a pregnancy's full term and postpartum recovery period.

*d.* Medical restriction is not appropriate for personnel who are or may be intoxicated or under the influence of alcohol or illicit drugs.

*e.* No entry on the DA Form 3180 is required for individuals in a medically restricted status.

#### **2–28. Temporary disqualification**

When the basis for medical restriction from assigned PRP duties becomes prolonged, or the certifying official determines that an individual's reliability is suspect, the certifying official will temporarily disqualify the individual from the PRP. Temporary disqualification action is appropriate when the certifying official has information about a

condition or event that could affect an individual's job performance or reliability, and medical restriction, in the opinion of the certifying official, is not appropriate.

a. The certifying official will immediately remove the individual from assigned chemical duties, restrict access, and advise the individual in writing, within 15 working days, of the reason for temporary disqualification. However, the individual will remain under continuing evaluation. The original DA Form 3180, Part VI, will be annotated (pencil entry) to reflect the temporary disqualification.

b. The certifying official will promptly investigate all circumstances that may impact the reliability of an individual. During suspected alcohol or drug abuse, the investigation will include a medical evaluation by the CMA. The certifying official will promptly obtain information required to determine whether to reinstate or permanently disqualify the individual. If reinstated, the certifying official will inform the individual and the custodian of the original DA Form 3180 if appropriate. (The pencil entry in DA Form 3180, part VI will be erased on notification.)

c. Temporarily disqualified military personnel will not be permanently reassigned or separated until either reinstated or permanently disqualified, unless temporary disqualification is the result of a medical condition. In that case, the individual will be administratively terminated before separation or reassignment.

d. Temporary disqualification will not normally exceed 180 days. The certifying official may extend the period of temporary disqualification in 30-day increments when there is not sufficient information to either remove the temporary disqualification and return the individual to PRP duties, or to permanently disqualify the member. Extensions must be documented. After 270 days, HQDA ODCSOPS (DAMO-SSD) approval is required for further extensions.

## **2-29. Permanent disqualification**

When the certifying official determines that an individual does not meet the reliability standards of this chapter, the certifying official will terminate access to chemical agents, remove the individual from chemical duties and permanently disqualify the individual from the PRP. The certifying official will advise the individual in writing, within 15 working days, of the determination, to include the reasons for initiating permanent disqualification procedures and the requirement for review by the reviewing official. This written notification will cite specific circumstances that support the certifying official's decision to disqualify. Except for a physical or mental condition documented in the individual's health record, statements such as "Alcohol abuse," "Drug abuse," "Contemptuous attitude," or "Courts-martial conviction" are inadequate by themselves.

a. The notification letter will—

(1) Provide the rationale for disqualification in sufficient detail so that, if required, a future reviewing official will have adequate information to act on a request for requalification. (DA Form 3180, part VIII will be similarly detailed.)

(2) Advise the individual that the disqualification action is subject to mandatory review by the reviewing official before any permanent entries are made in the individual's records and that he or she will be advised of the outcome of the review.

(3) Inform the individual that a written explanation or rebuttal may be submitted within 5 workdays of receipt of the letter.

(4) Request written acknowledgement of receipt of the letter of notification. If the individual refuses to acknowledge receipt, the certifying official will attach a statement to the notification letter explaining its absence.

b. Pending review of the action, disqualified personnel will not conduct chemical duties.

c. The reviewing official will review each permanent disqualification action to ensure uniform application of the reliability standards specified by this chapter and effective use of personnel, consistent with the purpose of the PRP. The reviewing official may seek additional information or explanations of extenuating circumstances from the certifying official, CMA, personnel officials, and the individual concerned if needed.

(1) The certifying official will forward a copy of the letter of notification, the signed acknowledgement or an explanation for its absence, a written explanation or rebuttal submitted by the individual, and any other pertinent information to the reviewing official within 10 workdays of the disqualification.

(2) The reviewing official will review the case and, within 15 workdays of receipt of the disqualification documents, furnish a written decision to the individual through the certifying official. If the reviewing official approves the disqualification, the certifying official will complete the remaining administrative procedures below. (If the individual has departed the certifying official's organization, the certifying official will forward a reproduced copy of the approval either directly to the individual, or through his or her new chain of command.)

(3) When disqualification is not approved by the reviewing official, no entries will be made in the individual's records. The individual's records will continue to show the individual as PRP certified.

d. Permanent entries concerning the disqualification will not be made on either the DA Form 3180 or in the individual's records before final action by the reviewing official. If the reviewing official approves permanent disqualification of an individual being screened for the PRP, the certifying official will complete Parts V and IX of the original DA Form 3180. If the reviewing official approves disqualification of an individual already in the PRP, the certifying official will complete part IX of the original DA Form 3180. In Item B, reason for permanent disqualification the certifying official will check the appropriate block(s) and provide a brief summary of the rationale for permanent disqualification.

*e.* Within 10 workdays of receipt of the reviewing official's review of disqualification, the DA Form 3180 will be distributed as follows (for contractor personnel see para 2-33d).

(1) Forward the original, with copies of the letter of notification, the signed acknowledgment or an explanation for its absence, and a copy of the reviewing official's approval, through the supporting personnel administration center to the permanent section of the OMPF or directly to the civilian personnel office (if civil service) for filing in the OPF.

(2) For military personnel, provide one copy of the reviewing official's approval to the custodian of the MPRJ for necessary action and filing.

(3) Provide one copy or other written notification to the custodian of the individual's health and dental records for necessary action.

*f.* When a reviewing official approves disqualification of military personnel, the certifying official will notify the supporting personnel administration center to submit the appropriate SIDPERS PRPAS transaction per AR 680-29.

*g.* DA Form 2-1 (Personnel Qualification Record, Part II) of disqualified enlisted personnel will be annotated with the following statement—Disqualified (date) for assignment to chemical PRP positions per AR 50-6 – as prescribed in AR 600-8-104.

*h.* Remove the DA Form 4515 and DA Form 3180 from the individual's medical records and destroy. Also, remove the DA Label 164 from the personnel records.

*i.* If the individual is disqualified for medical reasons, the physician will annotate SF 600 or equivalent document with the following or a similar statement – Disqualified (date) for assignment to chemical PRP positions per AR 50-6 – and will annotate the medical reason for permanent disqualification.

*j.* The servicing civilian personnel office will provide assistance on placement action for a permanently disqualified civilian employee.

*k.* When the disqualification is based on credible derogatory information that could affect the individual's security clearance, the supporting security manager will be notified for appropriate action per AR 380-67.

## **2-30. Administrative termination**

*a.* Administrative termination—

(1) Occurs when an individual transfers from a duty position requiring PRP certification to one not requiring PRP certification.

(2) Establishes the date an individual was removed from a PRP position for reasons other than permanent disqualification.

(3) Eliminates the requirement for continuing evaluation.

*b.* Certifying officials will administratively terminate personnel in PRP positions when individuals are permanently removed from chemical duties within their organization. That is, unless reassignment instructions indicate the individual is projected for assignment to a PRP position in the gaining organization.

*c.* The certifying official will notify supporting medical and dental facilities and the personnel officer in writing that the individual is no longer in the PRP and that the individual no longer requires continuing evaluation.

*d.* The following actions will be taken:

(1) Complete DA Form 3180, part VIII. If the original DA Form 3180 is maintained at the local installation, transfer it to the personnel office and file in the MPRJ, OPF, or contractor's personnel files. Remove DA Label 164 from personnel files.

(2) Remove DA Form 4515 from the medical and dental records and destroy copies of the DA Form 3180 filed in these records.

(3) Submit a SIDPERS PRPAS transaction per AR 680-29 for all soldiers administratively terminated from the PRP.

## **Section VII Requalification**

### **2-31. Requalification of disqualified personnel**

*a.* Individuals permanently disqualified (except those disqualified per para 2-9c(1), 2-9c(3), and 2-9c(4)) may be requalified on approval of a request for requalification by the reviewing official of the organization to which the individual is currently assigned. The reviewing official can take such action based on substantive evidence that the cause for permanent disqualification no longer exists.

*b.* The individual may submit a request for requalification to his/her immediate supervisor or COR as appropriate. This request will explain the circumstances leading to the disqualification, basis for disqualification, and the action taken to correct or eliminate the reasons for disqualification. Should the request be disapproved, the supervisor or COR will return it to the individual with the rationale for disapproval. If the supervisor or COR decides to recommend requalification, the individual will be screened and evaluated (completion of Parts I through IV, DA Form 3180). If the

individual is found suitable for the PRP, the COR/supervisor will forward the request for requalification and the DA Form 3180 to the reviewing official.

c. If the reviewing official denies the requalification, destroy the new DA Form 3180 and return the request for requalification to the individual. Retain the DA Form 3180 reflecting permanent disqualification and associated correspondence.

d. If the individual is no longer assigned/employed in a command with a chemical PRP, forward request for requalification through command channels to, ODCSOPS, ATTN: DAMO-SSD, for resolution.

## **2-32. Action on requalification**

a. Approval of requalification does not require assignment or reassignment to a PRP position; however, requalified personnel are eligible for certification into such positions.

b. Remove the DA Form 3180 that reflected the permanent disqualification and associated correspondence from the personnel records, destroy, and replace by the new one. Additionally, DA Form 2-1 for enlisted personnel and SF 600 (if the individual was disqualified for medical reasons) will be annotated with the following statement – “Requalified (date) for assignment to a chemical PRP position per AR 50-6.”

(1) If the individual is to be assigned to a PRP position, the certifying official will complete the procedures outlined in paragraph 2-17.

(2) Individuals NOT assigned to PRP positions will be administratively terminated (para 2-30).

c. The original of the approved request/recommendation for requalification (less the DA Form 3180) will be endorsed to the individual. Copies will be forwarded to the custodian of the OMPF, OPF, or contractor as appropriate.

## **Section VIII**

### **Personnel Reliability Program for Contractor Employees**

## **2-33. Personnel reliability program (PRP) – COCO and GOCO facilities**

In addition to previous guidance, the following additional information applies to GOCO and COCO facilities.

a. *Certifying official.* The Army COR designated by the contracting officer will be the certifying official for DOD contractor employees authorized to perform chemical duties. The contracting officer may authorize delegation of certifying official duties to subordinate military or Army civilian personnel. The contracting officer’s delegation letter to the COR must stipulate such delegation. Certifying officials will ensure that contracts require contractor employees performing PRP duties in positions subject to this regulation to meet the PRP reliability standards outlined in this chapter and in approved surety contract clauses. Specifically, contractors will—

(1) Inform managerial, supervisory, medical, and other contract personnel of the purposes, standards, procedures, and responsibilities required for implementing the PRP.

(2) Inform and instruct each employee assigned chemical duties of the significance of assignment, importance of reliable performance, PRP standards, safety and security considerations, and continuing evaluation requirements for self-reporting and peer review of factors and situations that could affect job performance or reliability. The contractor will foster a positive attitude toward both the PRP and chemical duties among PRP employees and will ensure that each PRP employee understands that maintaining PRP standards is a condition of continued employment in the chemical agent facility.

(3) Ensure that each employee to be assigned to a PRP position is subjected to a PSI, medical record evaluation, substance abuse testing, personal interview, and continuing evaluation under the reliability standards of the PRP outlined in this chapter.

(4) Ensure that each employee assigned to a PRP position has received the formal course of instruction and/or experience applicable to the chemical duties assigned and is proficient in those duties.

(5) Provide the certifying official with results of PSIs, medical record evaluations, and substance abuse testing of any contractor employee assigned, or proposed to be assigned to a PRP position. In addition, the contractor must report immediately any other information about an employee relevant to maintaining PRP reliability standards.

(6) Provide for the continuing evaluation of employees assigned to PRP positions by contractor supervisory personnel.

(7) Immediately remove an employee from a PRP position on notification by the certifying official that the employee has been disqualified and notify the certifying official in writing within 15 days of the removal action. Disqualification from the PRP requires that the following:

(a) The employee will be instructed to cease performance of chemical duties.

(b) The employee will be prevented from entering any facility that would allow the individual access to areas containing chemical agent and the employee’s entry credential will be confiscated or removed from the entry control system.

(c) The employee will be removed from a PRP position on determination by the certifying official that the employee no longer meets PRP reliability standards and has been permanently disqualified. This action will be made a matter of permanent record.



(8) Provide to the Defense Security Service (DSS), ATTN: SO831, P.O. Box 2499, Columbus, OH 43216-5006, a list of all personnel in the PRP that have security clearances granted by DSS. Update lists as needed. Lists will include the full name and SSN of each employee; name and address of the employing contractor facility; and the title, address, and DSN telephone number of the Army certifying official for the contract.

*b. PRP administration official.*

(1) At COCO and GOCO facilities, the certifying official may designate one or more senior supervisory contractor employees to assist in administering day-to-day certifying official duties. This official will be nominated by the contractor and approved by the COR. This individual will be enrolled in the PRP.

(2) The PRP administration official may perform all duties normally associated with the certifying official except for the decision-making functions of determining PRP suitability and disqualifying personnel from the PRP. The contractor may, however, administratively remove employees from PRP duties as needed. The certifying official must complete DA Form 3180, parts V and IX. The PRP administration official may be delegated the authority to sign part VI.

(3) The PRP administration official may be delegated the authority to medically restrict an individual from performing chemical duties. However, in cases where the individual does not wish medical authorities to forward such personal information to the PRP administration official, the certifying official must perform the medical restriction function.

(4) The PRP administration official may be authorized to authenticate the CDPR. (Also see para 2-5c.)

*c. Personnel security investigations (PSI).*

(1) The contracting office will submit PSI requests for all contractor employees considered for assignment to PRP positions. The contracting office will verify citizenship status before processing the PSI request.

(2) For contractor employees requiring a security clearance, appropriate submit industrial security clearance forms through the contracting office to DSS for security clearance adjudication. The contract will require the contractor to provide the contracting office with any information that would be sent to DSS if the employee were cleared under the DOD Industrial Security Program. The contractor will send NAC requests through the contracting office using SF 86 (Questionnaire for National Security Positions), and FBI Form 258 (Applicant Fingerprint Card). The SF 86 must be prepared using the subject version of the Electronic Personnel Security Questionnaire (EPSQ) System.

(3) For contractor employees not requiring a security clearance, the contractor will send NAC requests to the contracting office using SF 85P (Questionnaire for Public Trust Positions), FBI Form 258 (Applicant Fingerprint Card), for submission to DSS. The SF 86 must be prepared using the subject version of the Electronic Personnel Security Questionnaire (EPSQ) System.

(4) The contracting office will establish processing procedures with DSS and ensure that any reports of investigation are returned to the contracting office. The certifying official will adjudicate the PSI for PRP purposes. Under no circumstances will the contracting office disclose to the contractor any information about a contractor employee developed in the course of official investigations. In the event the PSI is unfavorable for PRP purposes, the contractor will simply be told that the employee is unsuitable for the PRP. Permanent disqualification procedures will then be initiated.

*d. Disqualification procedures.*

(1) When the certifying official determines that a contractor PRP employee is not suitable for the PRP, the certifying official will initiate permanent disqualification procedures per paragraph 2-29. If the disqualification is based solely on information developed from the PSI, the reasons for disqualification will not be disclosed to the contractor, to include the PRP administration official. The certifying official may communicate or correspond directly with the individual being disqualified. The permanent disqualification process may be completed through certified mail with return receipt requested. The certifying official may waive normal suspense's for notification and review. In all cases, however, the disqualification process must be accomplished promptly.

(2) Distribution of the completed DA Form 3180 will be as follows:

(a) The certifying official will keep the original, with copies of the written notification and the signed acknowledgment, plus a copy of the final action by the reviewing official.

(b) One copy will go to the contractor. The contractor will send copies, or memos, to appropriate personnel and medical offices for necessary action and to clear files. In the event disqualification was a government action resulting from adverse information developed during the PSI, do not provide copies of the DA Form 3180 to the contractor. Instead, give the contractor written notice that the individual is disqualified because of an unfavorable PSI, without specifying the reasons.

(3) If the individual has been cleared under the DOD Industrial Security Program and was disqualified for acts reflecting adversely on loyalty, character, integrity, or discretion; and the acts were clearly not consistent with National interest (as outlined in DOD 5220.22-M, para 6-B), the certifying official (or contractor) must also report this information to DSS.

## Section IX

### Annual Personnel Reliability Program (PRP) Status Report (RCS DDP-C3I (A) 1403)

#### 2-34. Information requirements

Each installation/MACOM having personnel in the chemical PRP will prepare DA Form 7422 (Annual Personnel Reliability Program (PRP) Status Report) annually, as of 31 December of each year. Send this report to Director, USANCA, ATTN: ATNA-OP, 7150 Heller Loop, Suite 101, Springfield, VA 22150-3198, to arrive annually no later than 1 February.

#### 2-35. Preparation guidance

- a. Block 1.* List the installation or MACOM submitting the report.
- b. Block 2.* Indicate the year for which the information is being reported.
- c. Block 3.* Indicate the type of report by checking the appropriate block. Prepare and report chemical and nuclear PRP reports separately.
- d. Block 4.* List the total number of personnel at each installation/MACOM actually assigned to PRP positions as of 31 December. All chemical positions will be listed as controlled positions and will be broken out separately for military, civil service employees, and contractor employees.
- e. Block 5.* List the total number of personnel at each installation/MACOM permanently disqualified while assigned to PRP positions during the calendar year. All chemical positions will be broken out separately for military, civil service employees, and contractor employees.
- f. Block 6 a through g.* List the installation/MACOM permanent disqualifications categorized by primary reason for disqualification using the disqualifying factors listed. The totals calculate automatically if a forms generator is used.
- g. Block 7.* Include any comments here noting trends or other relevant factors to assist future historical analysis.
- h.* A sample format for reporting the information is found in AR 50-5.

## Chapter 3

### Managing Chemical Agent Contracts

#### 3-1. General

- a.* This chapter provides guidance for managing chemical agent contracts at government-owned, contractor-operated (GOCO), and contractor-owned, contractor-operated (COCO) facilities to include academic institutions and demilitarization facilities.
- b.* Contractors will meet or exceed Army contract requirements for safety. All contractors' facilities that handle chemical agents, RDTE material, and/or dilute agents will, as a minimum, meet OSHA requirements.

#### 3-2. Policy

- a.* Heads of contracting agencies will ensure that this chapter, including certification, support, and oversight of COCO/GOCO facilities having custody of chemical agents, are implemented by contractually binding agreements.
- b.* Army policy limits involvement with chemical agents to DOD military and civilian personnel. However, in cases where such limitation is not in the best interest of the Army, MACOM commanders may authorize use of contractors to perform chemical duties. A MACOM may delegate this authority no lower than major subordinate command level.
- c.* Army-furnished chemical agents may be used to support contract work for other services and DOD agencies. Any use of chemical agents, regardless of how acquired, at Army supported contract facilities for non-DOD work requires approval from HQDA, ODCSOPS, ATTN: DAMO-SSD.
- d.* A COR will be designated to technically monitor the administration of chemical agent contracts.
- e.* The total chemical agent quantity, to include neat agent equivalent of diluted materials, maintained at a COCO facility will not exceed the aggregate total of 4 liters. Requests for exception to exceed the 4-liter limit must include detailed justification. Forward requests to HQDA, ODCSOPS, ATTN: DAMO-SSD.
- f.* Army retains ownership of all chemical agents furnished, purchased, or synthesized at government expense, unless transfer is approved by the Secretary of Defense.
- g.* The Chemical Weapons Convention governs the amount of chemical agents synthesized at COCO facilities. The COR must approve the synthesis of chemical agents. COCO facilities will account for synthesized chemical agents using the same procedures as those required for government-furnished chemical agents.
- h.* The Army possesses the designated SSSF and PPPF, which are the only facilities authorized to produce Schedule 1 materials for protective purposes. Contractors will not synthesize Schedule 1 chemicals for protective purposes, but will acquire them from the SSSF or, under extraordinary circumstances, the PPPF.
- i.* For bailment contractors which are required to produce Schedule 1 chemicals for permitted purposes other than

protective, said production will be subjected to all applicable Department of Commerce regulations, including those for declaration, reporting and verification under the CWC. DOC will host their on-site inspections.

### **3-3. COCO RDA/academic facilities**

a. AMC is the lead command for the certification, support, and oversight of COCO facilities used for non-medical chemical defense RDA efforts.

b. MEDCOM is the lead agency for certification, support, and oversight of facilities used for medical chemical defense RDA efforts.

c. AMC and MEDCOM will use the MOU/memorandum of agreement process to jointly develop and use standard surety clauses in the areas of personnel reliability, security, safety, and accountability of chemical agents used in RDA. Standards will share common technical terminology and will include technical procedures as required. AMC is the lead command for the development and maintenance of these standard clauses. HQDA, ODCSOPS (DAMO-SSD) will adjudicate and resolve any disagreements between MACOMs during the development and maintenance of these performance standards.

d. Contracting officers will ensure that Army standard surety clauses and requirements are made contractually binding on all contractors required to possess or use chemical agents at a COCO facility. Until a COCO facility is certified and a contract is in force, chemical agents will not be furnished to the facility; nor, will the facility synthesize or obtain chemical agent elsewhere for use on supported contracts. The Army does not control or oversee contracts performed outside the United States, its possessions, or its territories, unless they involve chemical agents provided by the U.S. Army.

e. MACOMs will ensure that contractor facilities are inspected and certified to safely and securely use and store chemical agents before transferring chemical agent into custody of the contractor.

### **3-4. Semiannual reporting of COCO RDA/academic facilities**

a. Lead commands will provide semiannual reports of all supported organizations (including government, industry, and academic facilities) requiring the use of chemical agent in contractor certified facilities. Reports will include, as a minimum, the following information:

- (1) Name of contractor and contract number.
- (2) Name(s) of principal investigators.
- (3) Chemical names(s), including structural formula and Chemical Abstracts Service Registry Number (RN), if assigned.
- (4) Quantities of each chemical produced, received, transferred, and on hand at the end of each month.
- (5) Highest quantity of each chemical agent on hand during period.
- (6) Quantity of each chemical consumed.
- (7) Purpose of consumption/use.
- (8) Duration of contract.
- (9) Date of most recent survey of the contractor's facility and surveying agency.
- (10) Chemical name, structure formula, CAS Registry Number, quantity and purpose for each Schedule 1 chemical planned to be acquired, consumed, or stored for the upcoming calendar year (1 August report only)

b. Semiannual reports will include listings of other service or agency contracts supported with chemical agent. Contract numbers and types of chemical agents involved will be specified.

c. Semiannual reports will include known cases of certification being denied or revoked with names of contractors and reasons for denial or revocation.

d. The reports have cutoff dates of 31 December (COB) and 30 June (COB) with arrival on 1 February and 1 August. Send copies to HQDA, ODCSOPS, ATTN: DAMO-SSD, Washington, DC 20310-0400; Director, USANCA ATTN: ATNA-OP, 7150 Heller Loop, Suite 101, Springfield, VA 22150-3198; and to Commander, SBCCOM, ATTN: AMSSB-RCB-C, E5183 Blackhawk Road, APG, MD 21010-5424.

### **3-5. Chemical event reporting at COCO and GOCO facilities**

a. Contractors will report all chemical events to the COR. The contracting agency will report all chemical events as specified in chapter 11. If located on a military reservation, contractors will also report all chemical events to the installation or host commander, who in turn will forward such reports as specified in chapter 11 directly to HQDA, ODCSOPS.

b. Contractors will notify local management/response officials per CAIRA plans approved by the COR.

### **3-6. Surety program evaluation requirements**

a. Commands with GOCO demilitarization and COCO RDA chemical agent contracting responsibility will establish surety oversight programs.

b. CORs performing certifying official duties will conduct periodic contractor compliance visits at intervals not to exceed 24 months. These visits may be unannounced. Functional area experts may accompany the COR to assist in

conducting compliance inspections. The visits will focus on compliance with contract requirements and at a minimum, will review the following areas:

- (1) PRP management.
- (2) Safety.
- (3) Physical security.
- (4) CAIRA planning and readiness.
- (5) Agent accountability and record keeping

## **Chapter 4**

### **Acquisition of Chemical Agents (Schedule 1 Chemicals)**

#### **4-1. General**

DOD organizations will not produce (synthesize) or acquire, in any quantity, any chemical material listed in table B-1, without the approval of DAMO-SSD and the concurrence of the DOD Accountability Manager for Schedule 1 Chemicals. The only exception will be for chemicals acquired from the designated SSSF or PPPF.

#### **4-2. Single Small Scale Facility (SSSF)**

The Chemical Transfer Facility, Aberdeen Proving Grounds, MD is designated the SSSF. This facility has been declared under the CWC as the SSSF and will comply with all applicable provisions and obligations of the CWC.

#### **4-3. Protective Purposes Production Facility (PPPF)**

The Chemical Defense Training Facility, Fort Leonard Wood, MO is designated the PPPF. This facility has been declared under the CWC as the PPPF and will comply with all applicable provisions and obligations of the CWC.

#### **4-4. Other DOD Facilities**

Production or synthesis of Schedule 1 chemicals may be carried out for research, medical, or pharmaceutical purposes outside a SSSF in aggregate quantities not to exceed 10 kg per year per facility.

a. Requests to produce Schedule 1 chemicals under this provision will be submitted to HQDA, ODCSOPS, DAMO-SSD no later than 12 months before planned production. The request will include the following information:

- (1) The precise location(s) where production will take place, including building and room numbers, mailing address(s), and Global Positioning System (GPS) coordinates if available.
- (2) A detailed technical description of the facility, or its relevant parts.
- (3) For each Schedule 1 chemical to be produced, include the following:
  - (a) The chemical name, structural formula, and Chemical Abstracts Service registry number, if assigned.
  - (b) The quantity planned to be produced.
  - (c) The name and quantity of precursors listed in Schedules 1, 2, and 3 of the CWC, used for production.
  - (d) The quantity to be consumed at the facility and the purpose of consumption.
  - (e) The quantity to be transferred to other facilities within the United States, including the expected quantity, recipient and purpose of the transfer.
  - (f) The maximum quantity planned to be stored at any given time.
- b. Facilities granted approval to produce more than 100 grams of Schedule 1 chemicals per year will become subject to the provisions of the CWC, including those for declaration, annual reporting, and verification (such as inspections). Each facility will ensure it is prepared to comply with the requirements and obligations of the CWC, according to the Army CWC Implementation and Compliance Plan.

#### **4-5. Request for non-DOD agencies**

Requests for research chemical agents by non-DOD government agencies or their contractors will be forwarded to HQDA, ODCSOPS, ATTN: DAMO-SSD, Washington, DC 20310-0400.

## **Chapter 5**

### **Accountability**

#### **5-1. General**

a. This chapter provides guidance for accounting of chemical agents in laboratory use and during chemical agent demilitarization operations. The chapter does not apply to chemical agents in depot/depot activities where formal

accountability records are maintained per AR 735–5 and National Inventory Control Point (NICP) guidance. Physical inventories as prescribed in AR 710–2 and AR 740–26 ensure the accuracy of accountable records.

*b.* Each storage location will forward an annual inventory report of all chemical agents stored by type and quantity to USANCA, ATTN: ATNA–OP, 7150 Heller Loop, Suite 101, Springfield, VA, 22150–3198, for inclusion in the chemical site database.

## **5–2. Chemical agent accountability in laboratories**

*a.* Commanders/directors will—

(1) Appoint an accountable officer to oversee the implementation of this regulation. This includes the drafting of a site–specific chemical agent accountability, standing operation procedure/internal operation procedure (SOP/IOP) by the appointed primary custodian.

(2) Ensure chemical agents are maintained under a system of records that allows a continuous audit of custody. This system consists of both formal accountable records (such as custodial cards – recording transactions, custodial inventory reports – submitted to accountable officer, etc.). It also includes supporting custodial records (DD Form 1911 Materiel Courier Receipt), destruction certificates, etc.) that provide an audit trail from chemical agent receipt, to use, destruction, or transfer.

(3) Forward a semiannual chemical agent inventory report to the SBCCOM RDTE Chemical Agent Accountable Officer, who also serves as the DOD Accountability Officer for Schedule 1 Chemicals, as of COB 31 December ad 30 June. This report must arrive by 1 February and 1 August, to facilitate a National, centralized data management record.

(4) The semiannual submission on 1 February for the entire previous year, and on 1 August for the current calendar year (through 30 June) will include, for each Schedule 1 chemical produces, acquired, consumed or stored, the following information:

- (*a*) Chemical name.
- (*b*) Structural formula.
- (*c*) CAS RN, if assigned.
- (*d*) Production methods employed.
- (*e*) Quantity produced.
- (*f*) Name and quantity of precursors used.
- (*g*) Quantity consumed.
- (*h*) Purpose of consumption (research, medical, pharmaceutical, or protective).
- (*i*) Quantity received from other facilities.
- (*j*) Maximum quantity stored at any time.
- (*k*) Quantity stored at the end of the year.

(5) The semiannual submission on 1 August, for the coming calendar year, will include, for each Schedule 1 chemical anticipated to be produced, consumed, or stored, the following information:

- (*a*) Chemical name.
- (*b*) Structural formula.
- (*c*) CAS RN, if assigned.
- (*d*) Quantity anticipated to be produced.
- (*e*) Purpose of production (research, medical, pharmaceutical, or protective).

*b.* The site–specific chemical agent accountability SOP/IOP will include the following:

- (1) Current authorized chemical agent requesters and receivers.
- (2) Chemical agent suppliers.
- (3) Authorized contract type(s) that are permitted.
- (4) Contract approval authority.
- (5) Related/applicable accountability forms.
- (6) Procedures to stay within the allowable aggregated quantity.

*c.* Accountable and custodial records consist of a combination of inventories, shipping and transfer documents, location records, destruction certificates, and other documents as directed by the accountable officer. Official laboratory notebooks may be used as accountability records to the extent that they provide documentation of concentration, quantity, location, and use after the chemical agent is issued to the investigator or user.

*d.* Custodians have property responsibility under AR 735–5 paragraph 2–8d. They will prepare and maintain custodial records as directed by the accountable officer and will submit copies of their procedures to the accountable officer for review. Custodians will forward copies of inventories, completed transfer documents, and destruction certificates to the accountable officer.

*e.* Accountability will be maintained by line–item entry. A line item is a single primary container (a vessel, ampoule, cylinder, or other receptacle) that contains accountable chemical agent. The container will be labeled clearly to show its identity, the type of chemical agent, the original quantity of material, and concentration (if other than neat

agent). Where more than one substantially identical primary container is under the control of a single custodian, they may be aggregated as a single line item.

*f.* A 100% physical inventory by line item will be conducted at least semiannually. The inventory will show the line item description, location, name, organization and signature of the custodian. Accountable officers may prescribe additional inventories that permit verification by inspecting the seals as secondary or tertiary containers and their reconciliation with custodial records.

*g.* Quantities will be measured in the smallest practical unit of weight or volume. The accountable officer will prescribe this unit of measure to custodians and users. It will be based on the task to be performed and the precision of measuring devices.

*h.* The accountable officer will establish maximum amounts that may be accounted for without the need for causative research. If discrepancies exceed this amount, the custodian will conduct causative research and provide the results to the accountable officer. For all inventory discrepancies, the accountable officer or, if delegated by the accountable officer, the custodial officer will prepare an Inventory Adjustment Report and submit it to the approving authority per AR 735–5, chapter 14. The accountable officer will also notify the local surety officer to determine whether a report is required per AR 385–40 and chapter 11 of this regulation. Technical or collateral investigations will be conducted as directed by the commander or director who appointed the accountable officer.

*i.* RDTE solutions diluted below concentrations established in table 6–1 will not be accountable under or controlled by this regulation except as specifically stated. However, positive controls will be established to ensure proper handling and treatment of these solutions.

*j.* Non-surety laboratory facilities will outline required procedures in their chemical hygiene plan or SOP/IOP in the event RDTE dilute solutions exceed the concentrations listed in table 6–1.

*k.* All laboratory facilities that handle chemical agents, RDTE chemical material, and/or dilute agents will, at a minimum, meet OSHA requirements.

### **5–3. Appointment**

*a.* Accountable officers and custodians will be designated in writing.

*b.* Contractors will appoint contractor custodians, authorized in writing to request and receive chemical agents, and submit their names to the DOD accountable officer. This requirement will be a contractual obligation.

### **5–4. Chemical agent accountability during disposal operations**

*a.* Accountability during disposal operations consists of chain-of-custody documents prescribed by the NICP Accountable Property Office (APO) and generated from the Chemical Accountability Management Information Network (CAMIN), the DOD system for formal accountability of the Toxic Chemical Munitions and Bulk Agent (TCM/BA) wholesale materiel. All transactions affecting accountability of the TCA/BA wholesale materiel will be processed in the CAMIN system. The basis for agent fill for stockpile items is the theoretical fill for munitions and the record net weight for bulk agent shown in CAMIN as modified by the actual measured amount removed during the chemical agent demilitarization process and the documenting of specific differences. The basis of fill for non-stockpile items will be the measured amount of chemical agent removed during the disposal operation where possible. Otherwise, probable fills based on historical information will be used.

*b.* During disposal operations, the host storage custodian transfers chemical agents and munitions from the storage account to the demilitarization account (DA Form 4508 (Ammunition Transfer Record)) before physically transferring the chemical agents and munitions to the disposal activity. The disposal activity operating maintenance contractor (OMC) custodian accepts formal responsibility (DA Form 4508) from the host storage custodian on delivery of chemical agents or munitions at the demilitarization facility (see AR 200–1). The OMC will maintain accountability and associated records throughout the demilitarization process. The disposal activity will use measuring devices designed and built into the demilitarization facility to determine and record the actual amount of chemical agent removed from the munitions.

(1) Once the munitions or bulk agents are demilitarized per DOD 4160.21–M–1, the Program Manager for Chemical Demilitarization will ensure that the OMC custodian prepares and forwards a destruction certificate memorandum (DCM) through CAMIN to the host storage custodian. The DCM will be signed by the OMC and by a qualified government representative. For bulk agent, the amount of agent drained will be recorded in the “Drained Agent” field of the DCM. On receipt, the host storage custodian will verify the accuracy and post the DCM to CAMIN, which drops the bulk agent or munitions from the NICP accountable record.

(2) In addition, the disposal activity measures and records quantities of drained chemical agent during disposal operations through measuring devices designed and integrated into the demilitarization facility. The disposal activity will provide a written report to the NICP at the end of each munitions campaign indicating the amount of agent drained, processed, and stored. At the conclusion of each campaign, demilitarization records will be reconciled. Differences between the munition agent drained and the amount of chemical agent processed will be subject to causative research and/or investigation if the aggregate discrepancy exceeds 5 percent of the total quantity of agent processed.

(3) The combination of the following serve as the NICP basis to remove chemical agents from the ammunition accounts records.

- (a) Chemical agent report of destruction.
- (b) Certificate of destruction for the munition body/agent container.
- (c) Storage activity custodial officers reports of transfer of accountability/responsibility.
- (4) The NICP will initiate investigations for any accountability, discrepancies, or deviations.

c. Each instance of loss of integrity of the demilitarization facility's chemical agent transfer and holding system will be investigated and documented. A report of each occurrence and investigations will accompany the disposal activity report to the NICP accountable officer.

d. Investigative reports of the loss of accountability of chemical agents will be furnished to HQDA, ODCSOPS, ATTN: DAMO-SSD, 400 Army Pentagon, Washington, DC 20310-0400. In addition, a chemical event report will be submitted per chapter 11 at the time of discovery of the loss.

## **Chapter 6**

### **Research Chemical Agents**

#### **6-1. General**

This chapter provides special guidance for research chemical agents. Guidance varies based on concentration and quantity of chemical agent. In general, larger quantities and greater concentrations of research chemical agents require more stringent reliability, safety, security, and accountability controls than small quantities of neat research chemical agents, RDTE dilute solutions, and experimental chemical agents.

#### **6-2. PRP for small quantities of research chemical agents**

a. The following levels of research chemical agents do not require establishment of a PRP:

- (1) RDTE dilute solutions in concentrations and quantities not exceeding levels listed in table 6-1.
- (2) Neat chemical agents in quantities not exceeding threshold levels in table 6-2.
- (3) Experimental chemical agents in aggregate quantities not exceeding one liter.

b. For quantities of RDTE dilute solution in concentrations greater than those specified in table 6-1, neat agents in excess of table 6-2, and/or experimental agents in excess of 1 liter, a MACOM developed PRP may be implemented in lieu of the PRP directed by chapter 2. At a minimum, this program will include the following actions:

- (1) Pre-employment screening.
- (2) Periodic urinalysis testing. Positions designated for the MACOM PRP are considered testing designated positions and require urinalysis testing per AR 600-85 on the same basis as positions designated for the full PRP.
- (3) A personnel security investigation in the form of a NAC/ENTNAC or NACICC as applicable.
- (4) Continuing evaluation using the reliability standards specified in chapter 2.

c. The total aggregate quantity of research chemical agents at facilities governed by the MACOM PRP will not exceed 4 liters neat equivalent.

d. This chapter does not apply if during operations concentrations and quantities increase above threshold levels. For example:

- (1) By reducing the solvent content of dilute solutions such that the concentration exceeds the maximum concentrations prescribed in table 6-1.
- (2) By opening more than one primary container within any given engineering control such that the sum total amount exceeds the thresholds prescribed in table 6-2.
- (3) By pooling fractions of chemical agents such that the sum total exceeds the prescribed threshold limits.

e. The provisions of the PRP outlined in chapter 2 apply to the storage and handling of research chemical agents in excess of 4 liters neat equivalent aggregate quantity at the facility.

f. Table 6-3 summarizes the above policies on establishing a PRP for the various categories of research chemical agents.

#### **6-3. Safety**

a. Safety procedures and guidance for the use of RDTE dilute solutions and neat research chemical agents are outlined in AR 385-61 and DA Pam 385-61. DA Pam 385-61 applies to experimental chemical agents.

b. The two-person rule will be observed during handling and use of RDTE solutions and neat research chemical agent above the threshold levels in tables 6-1 and 6-2 and for all experimental chemical agents in excess of 1 ml.

c. When safety standards in Army publications conflict with a legal standard such as the Occupational Safety and Health Act, or provide a lower degree of protection, the legal standard will apply. When the Army standards are equal or exceed such requirements in providing workplace safety, the Army requirements will apply.

**Table 6-1**  
**RDTE Dilute Solutions**

AGENT <sup>1</sup>	MAXIMUM TOTAL QUANTITY <sup>2</sup>	MAXIMUM CONCENTRATION
GA, GB, GD, GF	20 mg	2.0 mg/ml
VX	10 mg	1.0 mg/ml
H, HD, HQ, HT, Q, T	100 mg	10.0 mg/ml
L, HL	50 mg	5.0 mg/ml

Notes:

<sup>1</sup> The common name and chemical name of unclassified agents are as follows:

- a. GA–Tabun–Ethyl N, N–dimethylphosphoramidocyanidate.
- b. GB–Sarin–Isopropyl methylphosphonofluoridate.
- c. GD–Soman–Pinacolyl methylphosphonofluoridate.
- d. GF–Cyclohexyl methylphosphonofluoridate.
- e. H–Levinstein Mustard–70 percent Bis–dichloroethyl sulfide, 30 percent Polysulfides.
- f. HD–Distilled Mustard–Bis–dichloroethyl sulfide.
- g. HL–Lewisite Mustard–mixture of Bis–dichloroethyl sulfide and Dichloro (2–chlorovinyl) arsine.
- h. HQ–52.5 percent Bis–dichloroethyl sulfide, 25 percent Bis (B–chloroethylthio) ethane and 22.5 percent polysulfides.
- i. HT–60 percent Bis–dichloroethyl sulfide, 40 percent Bis (2–chloroethylthio ethyl) ether.
- j. L–Lewisite–Dichloro (2–chlorovinyl) arsine.
- k. Q–Sesqui–Mustard–Bis (B–chloroethylthio) ethane.
- l. T–Bis (2–chloroethylthio ethyl) ether.
- m. VX–O–ethyl S–(2–diisopropylaminoethyl) methylphosphonothiolate.

<sup>2</sup> Maximum amount of agent in the solution for each primary container, not to exceed the concentration indicated.

<sup>3</sup> The complete list of chemical agents is located at Appendix B.

**Table 6-2**  
**Surety Threshold Levels (ml) of Neat Research Chemical Agents**

HD 25	L 25	VX 1	GA, GB, GD, GF 10.0 <sup>2</sup>
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Notes:

<sup>1</sup> All quantities are expressed in milliliters.

<sup>2</sup> Aggregate total for 'G' series agents in 1 ml primary containers.

<sup>3</sup> Intermediate serial dilutions produced when converting non-surety levels of neat research chemical agent (Table 6-2) to non-surety levels of RDTE dilute solution (Table 6-1) will be considered non-surety work providing the intermediate dilutions are not stored overnight.

**Table 6-3**  
**Research Chemical Agent PRP Guidelines**

	No PRP	MACOM PRP	FULL PRP
<b>Experimental Agents*</b>	Amounts equal to or less than 1 Liter	Between 'No PRP' limits and total aggregate quantity of 4 liters neat equivalent	Total aggregate quantity greater than 4 liters neat equivalent
<b>Neat Agents</b>	Amounts equal to or less than Table 6-2		
<b>Dilute Agents</b>	Concentrations equal to or less than Table 6-1		

Notes:

\* This category is volume constrained due to lack of toxicity data.

## 6-4. Security

a. AR 190-59 prescribes security requirements for Category III research chemical agents (described in appen B, para B-2).

b. MACOMs will establish security requirements for quantities of chemical agents that are less than threshold levels established in table 6-2.



## **Chapter 7**

### **Transportation of Chemical Agents**

#### **7-1. General**

This chapter establishes policies and procedures for transporting chemical agents in all areas within United States jurisdiction. HQDA ODCSOPS (DAMO-SSD), will approve all other moves. Movement of any chemical agents located outside United States jurisdiction will conform to this regulation as modified by any applicable host nation or international law requirements.

#### **7-2. Authority for movement**

Under 50 USC 1517, movement of chemical agents is authorized for the following:

- a.* Necessary movement associated with the immediate removal and/or disposal of chemical agents in emergency situations, when compliance (50 USC 1511-1512, such as notification, review by Surgeon General) would clearly endanger the health or safety of any person. (See AR 75-15.)
- b.* Shipment of RDTE dilute solutions or neat research chemical agents when used to support chemical defensive, demilitarization, disposal, surveillance, environmental monitoring, or intelligence programs.
- c.* Use at training facilities for scheduled training purposes only.
- d.* Transportation within the confines of a military installation as necessary.

#### **7-3. Chemical agents movement**

Movements involving chemical agents must comply with local, State, and Federal laws, including 50 USC 1512, 49 CFR, Parts 171-180, AR 200-2, DOD 4500.9-R, and with the notification requirements of the Chemical Weapons Convention.

- a.* Safety procedures for movement within the United States will provide a level of protection equal to or greater than that required by Department of Transportation regulations.
- b.* HQDA ODCSOPS (DAMO-SSD) must approve any movement of Category I and II chemical agents to or from an installation or on public highways. MACOM(s) of the shipping and receiving agencies will plan and coordinate Category I and II chemical agent movements.
- c.* HQDA ODCSOPS (DAMO-SSD) must approve any movement of Category III RDTE chemical agents in excess of 4 liters neat equivalent. MACOMs will approve the movement of quantities of 4 liters neat equivalent or less. All requests will include movement plans and sufficient justification for the proposed move.
- d.* Controls and procedures for the movement of chemical agents will be established and implemented by the commanders concerned. For off-post movements of chemical agents, movement plans will be developed (except as indicated for emergencies in AR 75-15, para 3-7). As a minimum, movement plans will include provisions for safety, security, and emergency actions.
- e.* RDTE dilute solutions (see table 6-1) not to exceed one liter and neat research chemical agents, not to exceed the amounts listed in table 6-2, may be shipped, in signature secure mode, via qualified hazardous material carrier using procedures that will ensure full accountability and control. Chemical agents will be packaged and shipped per specifications of applicable DOT regulations (49 CFR) regarding packaging and labeling. Movement plans are not required for these moves.
- f.* Off-post chemical agent movements exceeding the amounts specified in tables 6-1 and 6-2 will be accompanied by at least two TEU personnel.
- g.* On-post movement of chemical will be accompanied by at least two PRP certified personnel. Escort training is not required when movement is within a building. Local commanders will develop a standing operating procedures movement plan, which addresses the routine daily movements between respective limited areas, to ensure adequate security is provided for all on-post movements of chemical agents. Local commanders will develop training standards for personnel involved in routine on-post movements of chemical agents using paragraph 7-11b as a guide.
- h.* The preferred mode for moving chemical agents is military aircraft. For short ground moves, movement by government or contractor-owned vehicles is preferred. Requests to transport chemical agents by other modes of transportation require approval by HQDA ODCSOPS (DAMO-SSD).
- i.* Movement of chemical agents will be kept to a minimum consistent with operational requirements. Movement of chemical agents will be kept to the smallest quantities appropriate to support operational requirements.
- j.* Movement routes will be planned to avoid heavily populated areas.
- k.* Movement of chemical agents will be as discreet as possible. Personnel accompanying a movement using non-military transportation are authorized civilian attire to ensure maximum discretion.

#### **7-4. Planning**

In planning for the movement of chemical agents, consider the following:

- a.* Known and potential hazards.

- b. Current intelligence estimates of the general and local threat relating to point of origin, routes, enroute stops and destinations.
- c. Type and means of shipment.
- d. Availability of security resources.
- e. Source and availability of emergency assistance.
- f. Command, control and communications.
- g. National Environmental Policy Act (NEPA) requirements and potential environmental issues such as wildlife areas along the route.

#### **7-5. Procedures**

Before loading, all vehicles and aircraft will be searched for unauthorized personnel or equipment and inspected for possible sabotage. Entry controls will be established and a roster maintained to ensure that only personnel required for loading or unloading chemical agents, for providing logistical support and security and for command supervision are allowed within the loading area.

- a. During loading/unloading operations and enroute halts, a temporary exclusion area will be established around each carrier. Access to chemical agents will be controlled. Personnel accompanying the shipment will be knowledgeable of the tasks outlined in paragraph 7-11b.
- b. Visually inspect highway vehicles and aircraft carrying chemical agents on arrival at the receiving installation. If any liquid contamination is found, isolate the carrier and execute appropriate confirmation, decontamination, and CAIRA procedures as found in chapter 9.

#### **7-6. Command, control, and communications**

- a. MACOMs will plan, supervise, and track all movements of chemical agents outside of military installations. During any movement where chemical agents (except binary components and quantities below the threshold amounts listed in tables 6-1 and 6-2) are removed from the direct control of the assigned custodian, a technical escort officer (TEO) will be responsible for custody, safety and security during movement.
- b. The TEO and TEU will maintain communications to report the shipment's progress and to request assistance if required. If a shipment is delayed, the TEO will notify TEU; TEU will then notify the shipper and receiver.

#### **7-7. Information control**

- a. Handle information concerning times, movement plans, routes, and destinations on a strict need-to-know basis and classify per AR 380-67.
- b. Plans and procedures will contain operational security measures to closely control all information on planned and actual off post/installation movement of chemical agents.

#### **7-8. Packaging, labeling, placarding, and documenting procedures**

- a. Items listed as "forbidden" by DOT will not be shipped unless special permit or waiver allows such shipment as an exception.
- b. Shipping activities will prepare and distribute the documents prescribed in DOD 4500.32-R (MILSTAMP) and DOD 4500-9.R.
- c. Package and ship chemical agent as prescribed in DOD 4500.9-R and TM 38-250. The items being shipped will be listed on the DOT shipping document per 49 CFR rules. (Note: Use the item UN number to determine the proper shipping name.)
- d. Chemical agent material will not be loaded, transported, packed or stored with other dangerous material except as permitted in the Loading and Storage Chart of Explosives and Other Dangerous Articles published in TM 38-250.
- e. For off-installation shipments, cargo and vehicle will be labeled and placarded by the consignor per DOD 4500.9-R. For movements on a military installation, the cargo and vehicle will be labeled and placarded by the consignor per DOD 4500.9-R, approved MACOM regulations, and mode specific regulations.

#### **7-9. Technical escort**

- a. Technical escort personnel will be knowledgeable of the hazards, safety precautions, and security aspects of the shipments and will have required equipment before starting the mission.
- b. Personnel assigned technical escort duty will have security clearances commensurate with the security classification of the chemical agents or shipment they are assigned to accompany and must be PRP certified.
- c. The TEO has custody of a shipment from the time it is accepted until the TEO relinquishes custody of the shipment to the authorized recipient. The Commander, TEU or his or her designated representative will designate the TEO on orders. When additional security is provided by a source other than TEU, these forces will be under the operational control of the TEO. Transfer of custody of chemical agents between TEOs will be coordinated to ensure adequate security. On extended trips with overnight stops, the TEO may transfer custody of chemical agents to a commander who has a chemical storage area compatible with the chemical agents being escorted.

*d.* Before departure, the TEO will ensure that the escort and security personnel are properly equipped. The TEO will also verify that the drivers of load-carrying vehicles are properly qualified. The TEO will ensure a proper line of succession is known in the event that he or she becomes incapacitated.

*e.* The TEO will ensure that all personnel are familiar with the following:

- (1) Duties and conduct while enroute, including rules of engagement contained in approved OPLANs.
- (2) Actions to be taken in case of civil disturbance, attempted hijackings, or other emergencies such as accidents, incidents, unusual delays, or emergency disposal.
- (3) Hazardous nature of the mission and its importance to National defense.
- (4) News releases prescribed in AR 360-5 (chap 10) and DA Pam 50-6 (chap 8).
- (5) Safety and decontamination procedures.

*f.* When necessary, the TEO may inform carrier personnel and civil officials that the shipment is hazardous military cargo that must be transported expeditiously. When assistance is obtained from a civilian agency, representatives may be informed of the nature of the material.

*g.* At destination, the TEO will ensure that the authorized recipient is identified from information provided by the consignor.

#### **7-10. Escort and security personnel and equipment**

*a.* The TEO will be knowledgeable in the use of equipment and this regulation and other directives pertaining to the transportation, safety, and fire fighting procedures for the chemical agents being moved. The TEO is responsible for maintaining security at all times.

*b.* The TEO will have operational control of all security guards and escort personnel during the movement. The senior member of the guard force will provide advice and assistance to the TEO in all matters involving security.

*c.* The TEO accompanying an air shipment has complete jurisdiction over the cargo, but the TEO has no jurisdiction over the aircrew or the operation of the aircraft.

#### **7-11. Escort training**

*a.* All TEU personnel in MOS 54B and 55D, Officer AOC 74B and 91E, and all TEU Army civilian toxic material handlers (position WG-6511) assigned to escort duties will attend the Technical Escort Course (#2E-SI5J/494-ASIJ5 conducted by the Ordnance Missile Munitions Center and School, Redstone Arsenal, AL).

*b.* Commanders will establish refresher training programs regarding the procedures and practices necessary for the safe and secure movement of chemical agents. While all personnel are not expected to be fully qualified in each of the areas below, sufficient personnel accompanying the movement will be cross-trained to provide critical skill redundancy in tasks specified below:

- (1) Safety and health hazards from agents and explosives to include first aid and self/buddy aid procedures.
- (2) Recognition of symptoms of chemical agent exposure.
- (3) Care and proper use of chemical protective clothing and equipment.
- (4) Escort responsibilities including those of custody, security, and safety.
- (5) Communications procedures and reporting requirements.
- (6) Loading, packaging, and tie-down procedures including load limitations and high explosive quantity distance requirements.
- (7) Carrier maintenance standards, electrical grounding requirements, and maintenance limitations while transporting toxic chemical agents.
- (8) Ground handling and support equipment and procedures.
- (9) Chemical agent and explosive labeling, placarding requirements, and customs procedures.
- (10) Procedures for coping with possible emergencies during movement to include safe parking areas.
- (11) Procedures for decontaminating equipment, materials, and personnel.
- (12) Access control.
- (13) Safe and adequate procedures for maintaining continued surveillance during movement halts or rest pauses.
- (14) Procedures for obtaining additional security support.
- (15) Procedures for reporting and responding to CAI.

#### **7-12. Reports of shipment (REPSHIP)**

*a.* The shipping agency will transmit to the receiving agency an advance report of shipment 1 week before the shipping date and a final report on the day chemical agents are shipped. Information addressees are as follows:

- (1) HQDA WASH DC//DALO-TSP/DAMO-SSD/DAMO-ODL/DACS-SF//.
- (2) CDRAMC ALEX VA//AMCCB//.
- (3) DIRUSANCA FT BELVIER VA//ATNA-OP/ATNA-CM//.
- (4) CDRFORSCOM FT MCPHERSON GA//FCJ3-OCE/FCJ3-TN//.

- (5) CDRTEU APG MD//SCBTE-CO//.
- (6) CDRSBCCOM APG MD//AMSCB-CM//.
- (7) CDR52ORDGP (EOD) FT GILLEM GA//AFYB//.
- (8) Commanders of installations used for refueling stops.
- b. The advance report of shipment (REPSHIP) will contain the following information indicated in the order below. (Refer to AR 380-86 for assignment of proper security classification.)
  - (1) Transportation release number.
  - (2) Shipping order number.
  - (3) Name of carrier and exact routing.
  - (4) Vehicle number (car or tail number).
  - (5) Bill of lading number.
  - (6) Requisition number and reference to message authorizing shipment.
  - (7) Brief description of contents.
  - (8) Date time group of departure.
  - (9) Estimated time and date of arrival.
  - (10) Name, grade, and SSN of the technical escort team members assigned to accompany the shipment.
- c. The receiving agency will transmit the advance REPSHIP to the shipping agency within 2 workdays of receipt of shipment. The return message will state the time and date of arrival, and the physical condition of the cargo (added as items 11 & 12 to the original REPSHIP message) and will be transmitted to the original advance REPSHIP addresses.
- d. Chemical events occurring during shipment will be reported as prescribed in chapter 11.

### **7-13. Transportation**

- a. Aircraft.
  - (1) United States military owned or leased aircraft will normally be used to transport chemical agents.
  - (2) Only helicopters or multi-engine fixed wing aircraft will be used for moving chemical agents.
  - (3) The U.S. Army Soldier Biological and Chemical Command (SBCCOM) Transportation Officer will arrange for Air Mobility Command aircraft. Packaging, handling, clearance, and documentation will comply with TM 38-250.
  - (4) Before movement, the TEO will brief the aircraft commander and aircrew on CAI procedures.
  - (5) Standard approved loading and tie-down procedures will be used.
  - (6) Aircraft carrying hazardous materials will be loaded, unloaded, and/or parked in designated HAZMAT parking areas. Such areas will be sited as shown in DA Pam 385-64.
  - (7) If there is an emergency during the flight, AR 95-27 will be followed.
- b. Motor vehicle.
  - (1) Vehicles transporting chemical agents over public highways will be inspected per DOD 4500.9-R. DD Form 626 (Transporting Hazardous Materials) will be prepared for all vehicles transporting chemical agent. Completed inspection reports will be distributed per DOD 4500.9-R. All unsatisfactory conditions must be corrected before the vehicles can be accepted for loading.
  - (2) Preventive maintenance may be performed on loaded vehicles. Minor repairs may also be made providing they are practical and are necessary for safe movement. Maintenance requiring the use of flame or heat producing devices and maintenance involving fuel tank repair are prohibited. Loaded vehicles will not be taken into a garage or repair shop for repair or storage.
  - (3) Vehicles will have brakes set and at least one wheel blocked during all loading, unloading, and tie down operations.
  - (4) Chemical agents moved by motor vehicle will be blocked and braced as appropriate for the type of vehicle used.
- c. If there is an accident or incident during the handling, loading, or unloading of chemical agents, CAIRA procedures in DA Pam 50-6 and chapter 10 of this regulation will be followed.

## **Chapter 8**

### **Chemical Agent Safety and Occupational Health Program**

#### **8-1. General**

- a. The main purpose of a chemical agent safety program is to provide maximum protection to workers, the environment, and surrounding communities, consistent with operational requirements. Commanders will implement a program that meets or exceeds the guidelines contained in AR 385-10, AR 385-61, AR 385-64, DA Pam 40-8, DA Pam 40-173, DA Pam 385-61, DA Pam 385-64, and applicable safety guidance issued by the Army.
- b. Commanders will apply OSHA and other non-Army regulatory or consensus safety and health standards to chemical agents, chemical agent derivatives, equipment, systems, operations, or workplaces containing chemical agents,

in whole or in part, insofar as practicable. An operation will be considered “military unique” if there are no civilian operators performing the same job.

*c.* When safety standards in Army publications conflict with a legal standard such as the Occupational Safety and Health Act, or provide a lower degree of protection, the legal standard will apply. When the Army standards are equal or exceed such requirements in providing workplace safety, the Army requirements will apply.

*d.* A hazard analysis will be conducted for each chemical operation to include recovered chemical warfare material (RCWM), research chemical agents, and toxic chemical agents and munitions. For ongoing operations such as chemical demilitarization or site RCWM remediation operations, a single hazard analysis is sufficient provided it is periodically updated to reflect changes in procedures and lessons learned. Hazard analyses will be performed on the total system not just the chemical agents themselves. Each hazardous condition will be assigned a Risk Assessment Code (RAC) as defined in AR 385–10 and AR 385–61. Hazard analysis documentation will show the RAC before a control is placed on the hazard, use of a control to eliminate or mitigate a hazard, and the RAC after application of the control.

## **8-2. Leaker isolation**

*a.* When evidence of a leaking chemical munitions or container in storage is noted, the source will be located, isolated, and contained as soon as practical consistent with all safety, security, and environmental protection requirements. If the source cannot be located immediately, the structure will be closed initially, then continuously filtered and periodically monitored until the source is isolated or until low level monitoring indicates the source no longer exists.

*b.* Commanders will increase readiness to implement CAIRA plans during leaker isolation operations.

*c.* Isolation operations need not extend beyond duty hours and will not prevent the accomplishment of unrelated, concurrent operations such as environmental monitoring and safety in storage inspections.

*d.* During demilitarization operations, personnel processing leakers will wear appropriate levels of personnel protective equipment. Normal operations do not have to be delayed to isolate low-level leakers.

## **8-3. Occupational health**

An occupational health program will be established in support of the chemical surety program per AR 11–34 (The Army Respiratory Protection Program); AR 40–5 (Preventive Medicine); and DA Pam 40–8 (Occupational Health Guidelines for the Evaluation and Control of Occupational Exposure to Nerve Agents GA, GB, GD, and VX). Other references include DA Pam 40–173 (Occupational Health Guidelines for the Evaluation and Control of Occupational Exposure to Mustard Agents H, HD, and HT); OTSG policy guidance concerning industrial hygiene support for the Army Chemical Agent Occupational Health Program; and 29 CFR 1910–134.

# **Chapter 9 Chemical Agent Security Program**

## **9-1. General**

It is DOD and Army policy that the lethal characteristics of chemical agent warrant extraordinary measures to ensure that they are properly safeguarded against sabotage, theft, loss, seizure, or unauthorized access, use, or diversion. Commanders will implement a chemical agent security program per the standards of AR 190–59. A copy of the storage site physical security plan and the site capture and recovery plan as required by AR 190–59, will be forwarded to USANCA, ATTN: ATNA–OP, 7150 Heller Loop, Suite 101, Springfield, VA, 22150–3198, for inclusion in the chemical site database.

## **9-2. Threat information collection and reporting**

*a.* Installation commanders will establish and maintain close coordination with supporting military intelligence units, local civil and Federal police agencies (for example, FBI). Installation commanders will coordinate and disseminate threat information per AR 525–13.

*b.* Military intelligence sources will conduct foreign counterintelligence collection and disseminate information on foreign threats against the Army as appropriate. Under AR 525–13, paragraph 2–7, USACIDC will collect, analyze, and disseminate criminal information pertaining to threat activities within applicable statutes and regulations.

*c.* Civil and Federal police authorities will be requested to provide timely information that may affect the installation security.

*d.* Any penetration, attempted penetration, or other unexplained degradation of security will be reported through command channels to HQDA, ODCSOPS (DAMO–ODL) per AR 190–40 (Serious Incident Report).

*e.* Commanders will periodically brief personnel on the threat to themselves and the installation as well as personnel security measures to protect themselves and deter the threat.

## Chapter 10

### Chemical Accident or Incident Response and Assistance

#### 10-1. General

Chemical accident or incident response and assistance (CAIRA) encompasses those actions taken to save lives, preserve health and safety, and protect the environment, secure chemical agent, and protect property. MACOMs, installations, and contractor facilities with a chemical agent mission will establish CAIRA plans per DA Pam 50-6. Forward a copy of this plan to USANCA, ATTN: ATNA-OP, 7150 Heller Loop, Suite 101, Springfield, VA 22150-3198, for inclusion in the chemical site database.

#### 10-2. CAIRA exercise program

a. There are three types of CAIRA exercises as depicted in table 10-1. These exercises are described below:

(1) Installation CAIRA exercises are quarterly training exercises used by the installation commander to ensure that the IRF is trained and ready. Each year at least two exercises will be coordinated with State and local authorities and other emergency response agencies identified in plans to exercise and enhance emergency response capabilities. These coordinated exercises will involve off-post emergency response agency headquarters and response teams where possible (for example activating emergency operations centers and emergency medical teams). AMC stockpile storage sites will involve a major portion of the basic elements of the IRF as defined by DA Pam 50-6 in field play of all quarterly exercises. Commanders outside the CSEPP evaluation process will, during one of their required quarterly exercises, involve field play of a major portion of the basic elements of the IRF as defined by DA Pam 50-6. The CSEPP exercise will count toward one of the installation's quarterly CAIRA exercises.

(2) Service Response Force exercises are exercises of the SRF conducted within a 2-year window and evaluated by the MACOM. SRFs are scenario-driven field tests of the SRF (that incorporates the IRF) that include the essential functions listed in DA Pam 50-6. The MACOM may elect to hold more than one exercise within the 2-year window, provided that more than 2 years does not elapse since all essential functions are documented as having been exercised. SRFs will be conducted concurrent with CSEPP exercises whenever possible.

(3) CSEPP exercises test the entire emergency response effort (to include off-post emergency response capabilities) and evaluate the interaction of all components. CSEPP exercises involve mobilization of all emergency service and response agencies participating in the CSEPP and the activation of communications centers and emergency facilities such as EOCs and command posts. Jurisdictions participate during CSEPP exercises at a level commensurate with the risk posed by the hypothetical plume. CSEPP exercises are held annually. During a CSEPP exercise, the IRF will demonstrate its capability to operate successfully. The CSEPP evaluation team will evaluate the IRF as part of the overall CSEPP exercise. Evaluation reports will be formatted per CSEPP exercise requirements. Successful execution of a CSEPP exercise fulfills the requirement for an installation quarterly CAIRA exercise. If an annual CSEPP exercise is canceled, the installation will substitute a comprehensive IRF CAIRA exercise evaluated by the MACOM within 6 months of the date of the cancelled exercise.

**Table 10-1**  
**CAIRA Exercise Requirements**

Organization	Installation CAIRA Exercise	SRF Exercise	CSEPP Exercise
Chemical Stockpile Storage Sites	Quarterly	Support as necessary	Annually
Dugway Proving Ground	Quarterly	None	None
Chemical Defense Training Facility	Quarterly	None	None
Tenant Activity (Demil and other GOCO facilities)	Quarterly (See note 1.)	Support as necessary (See note 1.)	Support as necessary (See note 1.)
MRICD	(See note 2.)	(See note 2.)	(See note 2.)
COCO Labs	Quarterly	None	None
AMC	Annually when CSEPP canceled	2-year window	None

Notes:

<sup>1</sup> The facility/site and host Installation Commander will ensure each demilitarization facility and the Chemical Agent Munitions Disposal System are integrated into host installation exercise programs.

<sup>2</sup> MRMC and the host Installation Commander will ensure MRICD is integrated into the host installation exercise program.

b. MACOMs can enter into an agreement with another MACOM for the conduct of exercises to satisfy the requirements of this regulation.

c. All CAIRA exercises will be documented by written after action reports. Commanders will develop programs to follow-up on lessons learned documented in after action reports, and ensure appropriate remedial actions are taken. Forward a copy of the after action report to USANCA, ATTN: ATNA-OP, 7150 Heller Loop, Suite 101, Springfield, VA 22150-3198, for inclusion in the chemical site database.

## **Chapter 11**

### **Chemical Event Reporting Procedures**

#### **11-1. Defining a chemical event**

A chemical event encompasses chemical accidents, incidents and other circumstances where there is a confirmed or likely release to the environment, exposure of personnel, threat to the security of chemical agent materiel, or any incident of concern to the local commander. The anticipated response to a chemical event is the activation of all or select portions of the Initial Response Force (IRF) with possible Service Response Force (SRF) deployment, as necessary. False positives from real-time continuous monitoring devices are not considered chemical events.

#### **11-2. Chemical event categories**

a. *Category I: Non-surety emergency (informational).*

(1) Unexpected chemical surety related occurrences reported to State or local jurisdictions as provided in local agreements but not mandated by law.

(2) Any unexpected occurrences (without release of chemical agent to the atmosphere) which has a potential for negative reactions by the news media, State, or local officials towards chemical agent operations at Army installations during storage, transportation, or demilitarization. This includes circumstances where in the judgement of the reporting installation commander, the occurrence could cause embarrassment to the Army.

(3) Workers reporting that they were exposed to chemical agent, regardless of whether the postulated exposure is confirmed by clinical or laboratory evaluation.

(4) Confirmed detection of chemical agent exceeding the established airborne exposure limits cited in AR 385-61, outside of the primary engineering controls but within secondary engineering controls.

(5) Discovery of Recovered Chemical Warfare Materiel (RCWM).

b. *Category II: Limited area/post only emergency (site response).*

(1) Confirmed presence of liquid agent outside munitions, bulk containers, or overpack containers.

(2) Confirmed detection of agent occurring for any period of time outside of engineering controls into the environment, exceeding the AEL source emission limit cited in AR 385-61. This includes agent operations conducted in a closed system (filtered bunkers, filtered igloos, overpack containers, on site containers, demilitarization operating facilities and outdoor glovebox operations) designed to protect unprotected workers or the ambient environment.

(3) Any known release of chemical agent above the AEL cited in AR 385-61 for unmasked agent workers where unprotected or inadequately protected personnel have been present or likely to have been present at the time of release.

(4) Personnel exhibiting signs or symptoms associated with chemical agent exposure.

(5) A deliberate attempt to release Army chemical agents that is unauthorized or during the commission of a criminal act.

c. *Category III: Community emergency (external response).*

(1) Explosion or fire where chemical agents are involved, resulting in personnel injury or substantial structure damage.

(2) Actual theft of chemical agent material.

(3) Any release of chemical agent into the atmosphere that is projected by approved downwind hazard projection methods which indicate a hazard greater than no effects will extend beyond the installation boundary.

(4) Any release of chemical agent into the atmosphere, confirmed by an approved detection method, which exceeds the general population AEL in AR 385-61, that may extend beyond the installation boundary.

#### **11-3. Reporting procedures**

a. Chemical events will be reported directly to HQDA ODCSOPS, Army Operations Center (AOC). Reporting requirements are as follows:

(1) Installation or site commanders will make immediate, direct telephonic notification within 3 hours from the time the chemical event has been confirmed. Notification will not be delayed due to lack of detailed information. In the case of a chemical agent release, installations are responsible for notifying State and local officials for the affected areas, as coordinated in local plans and agreements.

(2) The installation commander will also notify the National Response Center as soon as the reportable quantity is exceeded as defined by 40 CFR 302.

(3) Host installation commanders will report chemical events occurring at tenant chemical storage and demilitarization facilities.

(4) Chemical event reports will be made using the format at figure 11-1, providing as much information as is available at the time. Supplemental and final reports must be clearly identified and communicated as such. When applicable, final reports will include Chemical Leaker Report numbers.



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## Chemical Event Report

(Classify report as per AR 380-86)

Header: "THIS IS A CATEGORY X CHEMICAL EVENT REPORT, RCS: CSGPO-453." (Replace X with the appropriate category, I, II, or III)

### Body:

1. Date and time (local, i.e. the time and date the event occurred for initial reports) of event/event control number (combination of the acronym of the reporting unit and the fiscal year in which the event occurred and a sequence number assigned locally (e.g., TEAD 92-99). The event control number will be used on all supplemental and final reports. Supplemental and final reports will be clearly stated followed by the control number. New information on supplemental reports is to be in bold print to distinguish from information previously reported.
2. Location. (Area and igloo number – example Anniston Army Depot, Igloo 2266)
3. Quantity and type of munition(s) or container(s) and chemical agents involved. (Number of leaking munitions for each individual report, lot number, stock number, model number, concentration of agent and detection method used for both initial detection and confirmation. Include as much information as is available at the time of report.)
4. Description of what has happened. (Include statement of whether chemical event is a result of non-deliberate or deliberate action. If not applicable, so state. Include as much detail as possible at the time of report)
5. Emergency notification level (i.e., non-surety emergency, limited area emergency, post only emergency, community emergency. If not applicable, so state.)
6. Description of property damage.
7. Personnel deaths and/or injuries.
8. Whether off-post medical services and/or facilities were required.
9. State if SRF commander is required.
10. Assistance required (e.g., augmentation forces of any type, EOD, security forces, equipment, materials).
11. Any other pertinent information (e.g., if news release was issued, safety and security measures taken, amount of agent released, weather patterns and conditions at the time of event).
12. Commander's assessment of the situation.
13. In reporting emergency destruction of hazardous munitions (e.g., suspected chemical munitions or materials), reporting agencies must add the following:
  - a. Type of air samples and test kits used and results obtained.
  - b. Type and amount of explosives used to destroy each munition.
14. Elements of media release (if not yet made, include expected time of release).
15. Notification of senior government officials (state to whom and when notification was made).
16. Point of Contact. (Name and phone number)

NOTE: Leaks in stockpile munitions will also be reported through ammunition quality assurance surveillance channels per SB 742-1.

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Figure 11–1. Format for the Chemical Event Report

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(5) Initial written notification will be provided by electronically transmitted message (using immediate or higher precedence) as soon after the initial telephonic report that additional information becomes available, but not later than 24 hours after the initial telephonic notification was made. If access to the electronic message system is not readily available, the initial notification may be transmitted by facsimile to the AOC; however, the required electronic message must be forwarded to all addresses at the soonest opportunity.

(6) Exercise and test reports will be identified at the beginning and end with the phrase: "THIS IS A TRAINING EXERCISE (EXERCISE NAME)".

(7) Chemical event reports will be classified per AR 380-86 and dispatched to:

(a) HQDA WASH DC//DAMO-SSD/DAMO-ODO-AOC-DOMS/DAMO-ODL/DALO-SMA-ECD/DACS-SF/SGPG-PSP/SAIG-ID/SAAL-ZC/SAIE-ESOH/SAPA-PC//SALL-P//.

(b) CDR SBCCOM APG MD//AMSSB-OCO/AMSSB-OSM/AMSSB-OSF//.

(c) DIR USANCA FT BELVOIR VA//ATNA-OP/ATNA-CM//.

(d) DIR USATCES//SIOAC-ES//.

(e) PMCD APG MD//SFAE-CD-Z/SFAE-CD-N//.

(f) CDR AMC ALEXANDRIA VA//AMCOC/AMCCB/AMCSF//.

(g) Other major Army commanders and agencies as appropriate.

b. Special reporting requirements. Chemical agent research and development contractors will report as specified in their contract to either the U.S. Army Medical Research Institute of Chemical Defense or the U.S. Army Edgewood Chemical Biological Center, which will make the required notifications.

#### **11-4. Notifying emergency management/response officials**

a. Responsible commanders will report any chemical event declared a community emergency by the fastest, most efficient means available to State and local emergency response officials responsible for the affected areas.

b. Commanders will also notify these officials of all levels of emergency as coordinated and established in local plans and agreements. (See DA Pam 50-6 for further guidance.)

#### **11-5. Notifying the public**

a. Notification to the public means making information regarding chemical events available to the public at large through traditional public affairs channels.

b. Chemical installations/activities will report situations to the public per local agreements; however, loss of chemical agent and criminal or terrorist acts directed at chemical munitions, agents, or storage areas will not be reported without HQDA, ODCSOPS, DAMO-SSD approval.

c. State/local government officials will be notified through their public information officers or by locally negotiated means before news releases to the general public if at all possible.

d. Before a news release to the public, the local congressional office will be notified, if at all possible. If the attempt to notify the congressional office is unsuccessful, state this fact in the chemical event report, and make the news release. In cases where health and safety reasons preclude prior Congressional notification, the news release and local Congressional notification may occur simultaneously.

e. For release of chemical agents that presents a hazard to the public or occurs outside a military reservation, specific guidelines in AR 360-5 apply.

f. For chemical events occurring at tenant organization facilities, the tenant commander will coordinate all news media releases with the installation commander per local procedures.

#### **11-6. Chemical event investigations**

a. Chemical events which meet the criteria for Class A or B Army accidents(see AR 385-40) or involve off-post release of agent outside the boundaries of military reservations (excluding COCO facilities) will be investigated per AR 385-40. The board will consist of at least four members, two of whom are familiar with the effects of chemical agents. The board must include members who are experienced in accident investigation techniques. The U.S. Army Safety Center (USASC) will be notified in addition to the other addressees in paragraph 11-3 for all Class A and B accidents.

b. MACOM commanders will establish procedures to review each chemical event and to initiate safety investigations when warranted per AR 385-40. The degree and level of investigation will be determined by the MACOM.

c. A commander may direct or request a local investigation of a chemical event by an investigating officer or board of officers per the provisions of AR 15-6.

*d.* When a felony crime (such as negligent homicide, theft, wrongful destruction of government property) of Army interest occurs, USACIDC must be notified per AR 195–2.

## **Chapter 12**

### **Recovered Chemical Warfare Material**

#### **12–1. General**

*a.* This chapter applies to all recovered chemical warfare material (RCWM) as defined in the glossary regardless of how acquired, whether by deliberate unearthing as part of a real property remediation/removal operations or by chance discovery. All recovered chemical agent identification sets (CAIS) will be treated as RCWM.

*b.* U.S. Army Chemical Surety Program provisions in this regulation are not applicable to RCWM except as outlined in this chapter.

#### **12–2. Assessment of RCWM**

*a.* On discovery of RCWM, the initial EOD or TEU responders will make a preliminary assessment.

*b.* As soon as possible after the discovery of RCWM, TEU will conduct a detailed assessment to include a written report with photographs and test results. Such documented assessments will be based on circumstances of discovery, gross and/or low level monitoring, visual examination, physical characteristics, X-ray imagery, and other testing as appropriate.

*c.* If a positive determination cannot be made concerning contents, the unknown RCWM will be managed per procedures applicable to the most hazardous of potential fills, as determined by the circumstances associated with the discovery.

#### **12–3. Safety and security**

*a.* Safety concerning RCWM containing suspect chemical agent will be per chapter 8.

*b.* Safety concerning RCWM containing suspect highly toxic industrial chemicals (such as chlorine, hydrogen cyanide, potassium cyanide, carbonyl chloride, cyanogen chloride, chloropicrin) will be per AR 385–10 and practices which are generally accepted for industrial operations.

*c.* Safety concerning RCWM containing explosive components will be per AR 385–61, AR 385–64, DA Pam 385–61, and DA Pam 385–64.

*d.* Security concerning RCWM containing suspect chemical agent or explosives will be per the protective measures specified in AR 190–11 for Category II ammunition and explosives.

(1) Vulnerability assessments may be used to modify protective measures subject to approval by the first general officer or civilian SES manager in the chain of supervision of the operation.

(2) Outside of material located on an installation with a chemical surety mission, access to such items will be limited to EOD or TEU personnel who are knowledgeable concerning the safety, security, custody, and accountability of chemical agents and explosives. Although these personnel are not required to be in the PRP, the two–person rule will apply for reasons of safety.

*e.* Security concerning RCWM containing suspect highly toxic industrial chemicals will be per measures generally accepted for industrial operations.

*f.* On discovery of RCWM, HQDA, ODCSOPS (Army Operations Center) (AOC) and the Director of Army Safety will be notified per chapter 11.

*g.* Before any activity on a RCWM site other than initial emergency management required to stabilize the site, approved safety and health plans and procedures are required. Safety submissions will serve as the specification for conducting work at the project. Deviation from the responsibilities, procedures, and controls outlined in a safety submission is not permitted unless approved by the Army Safety Office.

*h.* The MACOM with overall responsibility for the RCWM remediation project will coordinate and obtain written concurrence for the RCWM safety submission with those Army agencies responsible for work activities at the site.

#### **12–4. Classification of RCWM**

*a.* RCWM found buried will be managed in compliance with environmental laws and regulations, as applicable: Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA); Superfund Amendments and Reauthorization Act (SARA); Resource Conservation and Recovery Act (RCRA).

*b.* If the recovery organization believes that the buried RCWM is not subject to management under the provisions of CERCLA, SARA, or RCRA, no off–site removal action of that RCWM will commence until the Office of the Assistant Secretary of the Army (Installations and Environment) (ASA(I&E)) has reviewed the circumstances and made a final determination.

c. RCWM discovered on firing ranges will be handled per the EPA Military Munitions Rule (40 CFR 266 Subpart M) with respect to classification, transportation, and disposal.

## **12-5. Management**

### *a. RCWM.*

(1) Deliberate unearthing of suspect RCWM will not begin until all required plans and approvals are obtained for the transportation and storage or treatment unless such recovery is specifically authorized by ASA(I&E). CAIRA response plans will be integrated into site-specific safety and health plans. (See chapters 8 and 10.)

(2) U.S. Army EOD will perform only emergency containment and emergency storage operations. On-site destruction of RCWM will be performed only by specially qualified TEU personnel.

(3) Emergency on-site destruction of chemical munitions may be considered as an option to reduce risk.

(4) Non-emergency on-site destruction of chemical munitions may be considered as an option subject to CERCLA or RCRA and managed according to environmental laws and regulations, as applicable.

(5) On-site security between the time of discovery and time of treatment/transport will be provided by the commander with area responsibility or by local law enforcement authorities, as applicable.

(6) Installation environmental coordinators can provide additional information on proper actions (such as NEPA, State, and local requirements).

*b. Samples.* Chemical agent samples drawn from RCWM will be managed under the laboratory safety and security provisions of 29 CFR 1910.1450. The two-man rule will be observed for safety purposes.

### *c. Contaminated soil and debris.*

(1) Soil suspected of contamination by chemical agents or industrial chemicals will be presumed hazardous until confirmed otherwise by laboratory analysis.

(2) Soil suspected of contamination will be managed on-site per environmental laws and regulations, as applicable.

## **12-6. Transportation**

### *a. RCWM.*

(1) SBCCOM will coordinate transportation plans with Federal and State regulatory agencies, as required.

*(a)* RCWM constituting an emergency threat to public health or safety will be transported under the emergency provisions of 50 USC 1517 and per environmental /transportation laws and regulations, as applicable.

*(b)* RCWM not constituting an emergency threat to public health or safety will be transported under the general provisions of 50 USC 1512 and per environmental/transportation laws and regulations, as applicable.

(2) In general, TEU will transport RCWM to an approved location if on-site treatment or disposal cannot be accomplished.

*(a)* No transport of RCWM from the site will commence until TEU receives verification from SBCCOM that the storage destination has been approved and that the required regulatory notifications have been accomplished.

*(b)* Transport of RCWM from the site will be under 50 USC 1512-1517, AR 75-15 paragraph 3-7, and environmental/transportation laws and regulations, as applicable.

*(c)* The decision whether to arm TEU escort personnel during transport will be made by the Commander, TEU.

*(d)* Once transported to an installation with an active surety mission, RCWM will be afforded the same safety and security measures as chemical surety material. This is not intended to reclassify RCWM as surety material. In the event that the item or fill cannot be positively identified, the item will be treated as having the most hazardous fill for the type of munition or item it most closely resembles.

### *b. Laboratory samples.*

(1) Transport of RCWM samples containing suspect chemical agents and hazardous chemicals from the site will be according to transportation laws and regulations, as applicable. Shipment by commercial carrier is authorized.

(2) Accountability of laboratory samples during transport will be maintained through proper chain of custody documentation, as applicable. TEU escort during transportation of laboratory samples is not required.

(3) The destination of samples containing suspect chemical agent material will be limited to laboratories that have been certified for chemical agent analysis.

### *c. Soil and debris.*

(1) Transport of contaminated soil and debris from the site will be under environmental/transportation laws and regulations, as applicable.

(2) Accountability of contaminated soil and debris during transportation will be maintained through regulatory chain of custody documentation, as applicable. TEU escort during transport of soil and debris is not required.

## **12-7. Storage of RCWM**

*a.* AMC will prepare facilities for the long-term storage of RCWM recovered within CONUS when off-site storage is necessary pending final demilitarization or destruction.

(1) AMC will coordinate with State officials to obtain the required environmental permits for long-term storage.

(2) AMC will designate the facility to which the RCWM will be transported, based on the availability of storage space and the nature of the RCWM recovered.

b. HQDA, ODCSOPS (DAMO–SSD) will designate the OCONUS storage facility for the long–term storage of RCWM recovered OCONUS when off–site storage is necessary pending final demilitarization or destruction. HQDA, ODCSOPS (DAMO–SSD) will coordinate with the Department of State, as required.

c. RCWM stored in facilities pending demilitarization or destruction will be managed under environmental laws and regulations, as applicable.

#### **12–8. Reporting of RCWM**

a. Recovery of an actual or suspect chemical agent munition or container will be reported by the site custodian per chemical event reporting procedures specified in chapter 11.

(1) For RCWM discovered on military facilities, the installation commander will initiate the required chemical event report

(2) The U.S. Army Corps of Engineers will initiate chemical event reports for RCWM discovered incidental to Defense Environmental Restoration Program projects at formerly used Defense sites.

(3) SBCCOM will initiate the required chemical event reports in situations where custodianship is in doubt.

b. The site custodian will report recovery of an actual or suspected chemical agent munition or container to the National Inventory Control Point for reporting under applicable treaties.

### **Chapter 13 Chemical Surety Program Evaluations**

#### **13–1. General**

a. This chapter prescribes policies and procedures for assessing the chemical surety program. It describes chemical management evaluations (CME), chemical surety inspections (CSI), and limited scope surety inspections (LSSI) conducted by the DAIG at organizations and activities that have chemical surety program responsibilities.

b. These assessments are conducted to accomplish the following:

(1) Determine the capability of each organization to accomplish its assigned mission in a safe and secure environment.

(2) Determine the adequacy of support and guidance provided to each chemical surety organization.

(3) Determine and pursue systemic issues affecting the commander's capability to perform the mission.

#### **13–2. Chemical management evaluations**

Chemical management evaluations (CMEs) focus on determining the root causes of systemic problems affecting chemical surety programs. They will normally be conducted independently as required by the DAIG. CMEs will normally evaluate a functional issue involving multiple levels of command. Follow–up evaluations of CMEs may also be scheduled to ensure that the problems have been resolved and corrective actions taken.

#### **13–3. Chemical surety inspections/limited scope surety inspections**

a. The DAIG will conduct CSIs of all U.S. Army activities, organizations, and contractor operations with chemical surety missions.

b. The DAIG will normally conduct CSIs at activities and organizations with chemical surety missions every 18 months.

c. CSIs of organizations having management responsibility for administering contracts involving chemical agents will include assessment of the contract oversight program.

d. LSSIs evaluate the surety program of organizations with a chemical surety–related responsibility not covered by CSIs

#### **13–4. Scope of CSI**

The scope of a specific CSI is determined by the structure of the organization's mission statements or other appropriate mission directives. The functional areas to be assessed during a CSI may include, but are not limited to those listed in table 13–1 below.

**Table 13–1**  
**CSI Scope**

<b>MISSION OPERATIONS</b>	<b>SECURITY</b>
Research and development Test and evaluation Storage and surveillance Training Escort and transportation (on and off-post) Special projects Calibration, maintenance, and readiness Inspection program Adequacy of physical facilities Inventory and accountability Oversight of disposal programs at installations hosting disposal facilities Quality assurance programs Adequacy of resources Environmental compliance program Maintenance of NBC defense equipment used in chemical agent operations	Security planning procedures Perimeter security Storage requirements Support facilities Key and lock control Security forces, including augmentation Training program Transportation security Waivers and exceptions Recovery operations Emergency response capability  Internal and external inspections Access control Intrusion detection and assessment
<b>SAFETY</b>	<b>SURETY MANAGEMENT</b>
Plans and procedures Personnel protection and protective equipment Agent monitoring program  Hazard analysis program Inspection and compliance monitoring program Lightning protection Material handling equipment	PRP management Adequacy of manning Oversight of safety, security, surety management program and external support
<b>EMERGENCY RESPONSE</b>	<b>DISPOSAL FACILITIES*</b>
CSEPP CAIRA program Chemical event reporting	COR oversight program Engineering controls including configuration control procedures System and process controls Calibration program
<b>EXTERNAL SUPPORT</b>	
Conditions beyond the capability of the inspected organization to avoid, influence, or correct which are the responsibilities of supporting activities.	

Notes:

\* Inspections of chemical agent disposal facilities would normally include these areas in addition to the others listed in this chart.

### 13–5. Scope of LSSI

The inspecting agency determines specific LSSI evaluation requirements based on the inspected activity's organization, mission statement, and functions.

- a. Evaluation ratings, inspection reports, and reclama procedures will parallel those used for CSIs.
- b. A primary concern during an LSSI is the impact of the inspected organization's management of programs that affect subordinate activities.

### 13–6. CSI schedules

- a. The DAIG will publish an annual schedule of CSIs 90 days before the beginning of each fiscal year. Copies of this schedule will be provided to affected MACOMs, HQDA (DAMO–SSD/DAMO–ODL/DACS–SF), and Director, USANCA (ATNA–OP).
- b. The DAIG will provide inspector access rosters to inspected organizations at least 30 days before scheduled inspections. DAIG access rosters will include security clearances and qualifications of inspectors.

### 13–7. CSI ratings

Inspected organizations will be given one of the ratings in table 13–2. As used in this rating system, the term “deficiency” applies to both deficiencies and factors affecting operations.

**Table 13–2**  
**CSI Ratings**

RATING	DEFINITION
NO DEFICIENCIES	When an organization demonstrates that it can accomplish critical tasks while providing a safe and secure environment per approved publications and directives
DEFICIENCIES: NONE FAILING	When an organization demonstrates that it can accomplish critical tasks while providing a safe and secure environment under approved publications and directives
DEFICIENCIES: FAILING, CORRECTION VERIFIED	When one or more conditions found in paragraph 13–8 existed but were corrected and verified by the inspection team
DEFICIENCIES: FAILING, RESOLUTION/REINSPECTION REQUIRED	When one or more conditions found in paragraph 13–8 existed but were not, or could not, be corrected for verification by the inspection team

### **13–8. CSI rating guidelines**

*a.* A DEFICIENCY FAILING may be given in the appropriate functional area when any of the following conditions exist:

(1) Failure to achieve or maintain assigned mission capability. This may include shortages in personnel, equipment, supplies, or authorized repair parts that prevent accomplishment of the chemical surety mission.

(2) Loss of accountability or custody of chemical agents.

(3) Failure to provide a safe environment for chemical agents.

(4) Failure to provide a secure environment for chemical agent. Examples include, but are not limited to the following conditions:

(*a*) Allowing unauthorized or unidentified access to chemical agents.

(*b*) Use of an inadequate or deficient intrusion detection system without sufficient compensatory measures (failure of an individual sensor in a multiple sensor system does not necessarily constitute an unsecured environment).

(*c*) Failure of security response forces to respond within specified time limits.

(*d*) Failure to establish limited/exclusion areas as required.

(*e*) Failure to post required patrols or sentries.

(*f*) Failure to lock or control entrances to limited or exclusion areas.

(*g*) Deficiencies in security facilities which individually or in combination with other security deficiencies could reasonably lead to unauthorized access to chemical agents in the absence of adequate compensatory measures.

(5) Inadequate response to an actual or simulated chemical accident or incident. Included are actions that could permit unnecessary loss of life, personal injury, destruction of property, or compromise of classified materiel or information.

(6) Failure to include essential chemical surety doctrine or technical and operational instructions in the curriculum or training program.

(7) Teaching chemical surety policies, procedures, or operations that are at variance with DOD, Army, or MACOM policy.

(8) A number of deficiencies or manner of performance indicating a lack of competence or a disregard for prescribed procedures.

(9) Failure to establish or maintain an effective program for chemical surety management.

*b.* External support may be given a DEFICIENCY: FAILING when any of the conditions above exist that are beyond the capability of the inspected organization to avoid, influence, or correct and are attributable to the supporting activity.

### **13–9. CSI reports**

*a.* When an organization receives ratings of NO DEFICIENCIES, DEFICIENCIES: NONE FAILING, or DEFICIENCIES: FAILING, CORRECTION VERIFIED, regardless of the rating given to its external support, the inspected organization will be provided a final CSI report at the exit briefing. Reply by endorsement is not normally required; however, selected factors affecting operations or deficiencies may require reply by endorsement.

*b.* When the organization receives a rating DEFICIENCIES: FAILING, RESOLUTION/REINSPECTION REQUIRED, regardless of the rating awarded to its external support, a final report will be provided to the inspected organization at the exit briefing. All other organizations or activities required to take corrective actions will be provided appropriate extracts. The activity will forward a written response of corrective actions through command channels to HQDA, OTIG (SAIG–ID). OTIG (SAIG–ID) will re-inspect failing deficiencies within 90 days. The scope of a re-inspection will be limited to the specific area, activity, or operation that was the basis for the failing deficiencies.

The re-inspection may consist of the review and acceptance of the written response reporting the corrective action taken.

c. When external support is rated DEFICIENCIES: NONE FAILING; DEFICIENCIES: FAILING, CORRECTION VERIFIED; or DEFICIENCIES: FAILING, RESOLUTION/REINSPECTION REQUIRED, a written reply stating corrective action taken will normally be required. The activity cited for inadequate external support will be provided applicable extracts from the inspected organization's final report. The report of corrective action taken will be forwarded through command channels to HQDA, OTIG (SAIG-ID).

(1) The external support activity will forward a copy of the corrective action taken to the inspected organization. The inspected organization will not delay its written reply pending receipt of the corrective actions taken by the support activity.

(2) Re-inspection of the external support activity may consist of review and acceptance of the written response of corrective action. If required, the scope of a re-inspection will be limited to the specific area, activity, or operation that was the basis for the failing deficiency.

d. Copies of the inspection report will be provided to selected agencies and to the headquarters of the inspected organization.

e. A copy of DAIG CSI reports will be provided to the affected MACOM, HQDA (DAMO-SSD, DAMO-ODL, DACS-SF), and Director, USANCA (ATNA-OP).

### **13-10. Reclamas**

a. Any commander in the chain of command of the inspected organization or external support organization may submit a reclama. Reclamas must be sent through the organizational chain of command to HQDA, DCSOPS, ATTN: DAMO-SSD, WASHINGTON, DC 20310-0400, for adjudication. Submit reclamas not later than 60 days after receipt of the final report by the inspected organizations.

b. Each commander in the chain of command will review, evaluate, and forward the reclama to the next higher headquarters. Any commander in the organizational chain of command may disapprove a reclama.

c. Final decisions on all reclamas will be forwarded through the chain of command to the organization requesting the reclama, and to HQDA, OTIG (SAIG-ID), other staff elements as appropriate, and Director, USANCA (ATNA-OP).

### **13-11. MACOM chemical surety management reviews**

a. MACOMs with organizations and activities assigned chemical surety missions will do the following:

(1) Provide oversight.

(2) Ensure assigned surety organizations are funded and staffed to accomplish assigned missions.

(3) Conduct surety management reviews to determine the adequacy of unit training, support, guidance provided to its assigned surety organizations, and compliance with applicable surety regulations.

b. MACOMs will conduct management reviews of all organizations and activities with chemical surety missions, including COCO facilities, at least once every 24 months.

## **Chapter 14**

### **Termination of Surety Status**

#### **14-1. General**

This chapter prescribes the procedures to terminate chemical surety status of an installation or facility when chemical agent operations and storage are no longer performed.

#### **14-2. Contractor-owned, contractor-operated (COCO) facilities**

The surety status of COCO RDTE facilities will be terminated when the contractor has accounted for and transferred custody of all research chemical agents to the U.S. Army per contractual provisions and has been granted MACOM decertification.

#### **14-3. Other chemical agent facilities**

Installation or site surety status will be terminated when all chemical agents in accessible form has been demilitarized, detoxified, transferred, or consumed in experimentation.

a. The requesting activity will forward a request through command channels to terminate its surety status to HQDA, ODCSOPS (DAMO-SSD). Requests for surety status termination will include the following:

(1) The commander's certification that no remaining accountable quantities of chemical agent in accessible form exists on the installation or facility.

(2) Chemical agent air monitoring surveys and results.



(3) Certification that all facilities, equipment, and areas are free from chemical agent contamination to the maximum extent possible, as determined by current technology. (See DA Pam 385–61, chap 5 for decontamination standards.) For Chemical Weapons Demilitarization Facilities (CWDF), this means that demilitarization operations have been completed, that agent lines have been flushed, and that sufficient decontamination has been accomplished to meet the intent of paragraph 14–3a(1) above. At this point, all remaining materials, equipment, and facilities will be considered as potentially contaminated waste, which will be disposed of per Federal, State, and/or local Resource Conservation and Recovery Act (RCRA) or other applicable laws or regulations.

(4) Documentation that supports a verifiable audit trail for all actions taken in the determination.

(5) A chemical safety plan that describes the specific safety requirements for operations in and near the decontaminated facilities.

(6) Milestone schedule for further site restoration/reclamation, if required.

*b.* On approval, HQDA, ODCSOPS (DAMO–SSD) will issue a memorandum terminating the surety status of the installation or facility.

*c.* On receipt of the termination memorandum, the installation or facility will no longer be required to maintain surety requirements for security, accountability records may be appropriately retired, the PRP may be closed out, and emergency response capability may be reduced to appropriate levels. Further, the installation and intermediate headquarters will take action to terminate agreements with external agencies supporting the former chemical agent mission.

*d.* Termination of the chemical agent mission does not abrogate the responsibility of such installations or facilities to maintain a safety program commensurate with remaining missions. In addition, these installations or facilities will continue to comply with chemical event reporting requirements (see chap 11).

## **Appendix A**

### **References**

#### **Section I**

##### **Required Publications**

##### **AR 40-5**

Preventive Medicine. (Cited in para 1-4q(10).)

##### **AR 190-11**

Physical Security of Arms, Ammunition, and Explosives. (Cited in para 12-3d.)

##### **AR 190-59**

Chemical Agent Security Program. (Cited in Summary and paras 6-4a, and 9-1.)

##### **AR 360-5**

Public Information. (Cited in paras 7-9e(4) and 11-5e.)

##### **AR 380-67**

The Army Personnel Security Program. (Cited in paras 2-8c, 2-14a, and 2-25a.)

##### **AR 380-86**

Classification of Chemical Warfare and Chemical and Biological Defense Information and NBC Survivability. (Cited in paras 7-7a, 7-12b, and 11-3a(7).)

##### **AR 385-40**

Accident Reporting and Records. (Cited in paras 5-2h, 11-6a, and 11-6b.)

##### **AR 385-61**

The Army Chemical Agents Safety Program. (Cited in paras 6-3a, 8-1, 11-2a(4), 11-2b(2), 11-2b(3), 11-2c(4), and 12-3c.)

##### **AR 385-64**

U.S. Army Explosives Safety Programs. (Cited in para 12-3c.)

##### **AR 600-85**

Alcohol and Drug Abuse Prevention Program. (Cited in paras 2-15b(1), 2-16, 2-24a, and 6-2b(2).)

##### **AR 680-29**

Military Personnel, Organization, and Type of Transaction Codes. (Cited in paras 2-3j, 2-29f, and 2-30d(3).)

##### **DA Pam 40-8**

Occupational Health Guidelines for the Evaluation and Control of Occupational Exposure to Nerve Agents GA, GB, GD and VX. (Cited in paras 2-5d(6), 8-1a, and 8-3.)

##### **DA Pam 40-173**

Occupational Health Guidelines for the Evaluation and Control of Occupational Exposure to Mustard Agents H, HD, and HT. (Cited in paras 2-5d(6), 8-1a, and 8-3.)

##### **DA Pam 50-6**

Chemical Accident or Incident Response and Assistance (CAIRA) Operations. (Cited in paras 1-4n(12), 1-4n(13), 1-4p(2), 1-4q(8), 1-4q(11), 1-4w(2), 7-9e(4), 7-13c, 10-1, 10-2a(1), 10-2a(2), and 11-4b.)

##### **DA Pam 385-61**

Toxic Chemical Agent Safety Standards. (Cited in paras 6-3a, 8-1, 12-3a, 12-3c, and 14-3a(3).)

##### **DOD 4160.21-M-1**

Defense Demilitarization Manual. (Cited in para 5-5b(1).)

**DOD 4500.9-R**

Defense Transportation Regulation. (Cited in paras 7-3, 7-8b, 7-8c, 7-8e, and 7-13b(1).)

**40 CFR 266**

(Standards for the Management of Specific Hazardous Wastes and Specific Types of Hazardous Waste Management Facilities (Cited in para 12-4c.)

**40 CFR 302**

Designation, Reportable Quantities, and Notification. (Cited in para 11-3a(2).)

**49 CFR**

Transportation (Cited in para 12-4c.)

**42 USC 9601-9675**

Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) as amended by the Superfund Amendments and Reauthorization Act of 1986 (SARA). (Cited in paras 12-4a 12-4b, and 12-5a(4).)

**42 USC 6901-6991h**

Resource Conservation and Recovery Act (RCRA). (Cited in paras 12-4a, 12-4b, and 12-5a(4).)

**50 USC**

War and National Defense (Cited in paras 7-3 and 12-6.)

**Section II****Related Publications**

A related publication is merely a source of additional information. The user does not have to read it to understand this publication.

**AR 10-16**

U.S. Army Nuclear and Chemical Agency

**AR 11-34**

The Army Respiratory Protection Program

**AR 15-6**

Procedures for Investigating Officers and Boards of Officers

**AR 20-1**

Inspector General Activities and Procedures

**AR 27-60**

Intellectual Property

**AR 40-13**

Medical Support – Nuclear/Chemical Accidents and Incidents

**AR 40-66**

Medical Record Administration and Healthcare Documentation

**AR 40-400**

Patient Administration

**AR 50-5**

Nuclear Surety

**AR 55-228**

Transportation by Water of Explosives and Hazardous Cargo

**AR 71-32**

Force Development Documentation–Consolidated Policies

**AR 75-15**

Responsibilities and Procedures for Explosive Ordnance Disposal

**AR 95-1**

Flight Regulations

**AR 95-27**

Operational Procedures For Aircraft Carrying Hazardous Materials

**AR 190-14**

Carrying of Firearms and Use of Force for Law Enforcement and Security Duties.

**AR 190-40**

Serious Incident Report

**AR 195-2**

Criminal Investigation Activities

**AR 200-1**

Environmental Protection and Enhancement

**AR 200-2**

Environmental Effects of Army Actions

**AR 380-5**

Army Information Security Program

**AR 381-12**

Subversion and Espionage Directed against the U.S. Army (SAEDA)

**AR 381-20**

The Army Counterintelligence Program

**AR 385-10**

Army Safety Program

**AR 385-14**

Transportation Accident Prevention and Emergency Response Involving Conventional Munitions and Explosives

**AR 420-90**

Fire and Emergency Services

**AR 500-60**

Disaster Relief

**AR 523-13**

Antiterrorism Force Protection: Security of Personnel, Information, and Critical Resources

**AR 600-8-11**

Personnel-General, Reassignment

**AR 600-8-23**

Standard Installation/Division Personnel System (SIDPERS) Database Management

**AR 600-8-104**

Military Personnel Information Management/Records

**AR 700-19**

U.S. Army Munitions Reporting System

**AR 710-2**

Inventory Management Supply Policy Below the Wholesale Level

**AR 735-5**

Policies and Procedures for Property Accountability

**AR 740-26**

Physical Inventory Control

**AR 740-32**

Responsibilities for Technical Escort of Dangerous Materials

**DA Pam 385-64**

Toxic Chemical Agent Safety Standards

**DA Pam 600-8-1**

Standard Installation/Division Personnel System (SIDPERS): Battalion S1 Level Procedures

**DA Pam 600-8-2**

Standard Installation/Division Personnel System (SIDPERS): Personnel Service Center Level Procedures

**DA Pam 600-8-23**

Standard Installation/Division Personnel System (SIDPERS) Database Management Procedures

**DA Pam 738-750**

Functional Users Manual for the Army Maintenance Management System (TAMMS)

**DOD 4500.32-R**

MILSTAMP Transportation Account Codes (TACs) Volume 2

**DOD 5200.2-R**

Department of Defense Personnel Security Program

**DOD 5220.22-M**

Industrial Security Manual for Safeguarding Classified Information

**DOD 5220.22-R**

Industrial Security Regulation

**DOD 6055.9-STD**

Ammunition and Explosive Safety Standards

**DODD 5160.65**

Single Manager for Conventional Ammunition

**DODD 5210.42**

Nuclear Weapons Personnel Reliability Program

**DODD 5210.65**

Chemical Agent Security Program

**FM 3-21**

Chemical Accident Contamination Control

**FM 8-285**

Treatment of Chemical Agent Casualties and Conventional Military Chemical Injuries

**SB 3-30**

Chemical Materiel (Other than Class V) Storage Serviceability Standard

**SB 3-30-2**

Chemical-Biological Canisters and Filter Elements: Serviceability Lists

**SB 742-1**

Inspection of Supplies and Equipment Ammunition Surveillance Procedures

**TB 5-4200-200-10**

Hand Portable Fire Extinguishers Approved for Army Users

**TB MED 502**

Occupational and Environmental Respiratory Protection Program

**TM 38-250**

Preparing Hazardous Materials for Military Air Shipment

**TM 43-0001-26-1**

Army Equipment Data Sheets; Chemical Defense Equipment

**TM 43-0001-26-2**

Army Equipment Data Sheets; Chemical Weapons and Munitions

**Convention on the Prohibition of the Development, Production, Stockpiling, and Use of Chemical Weapons, and their Destruction (Chemical Weapons Convention)**

(found at [www.state.gov/www/global/arms/treaties/cwctext.html](http://www.state.gov/www/global/arms/treaties/cwctext.html))

**29 CFR 1900-1999**

Occupational Safety and Health Administration, Department of Labor

**FAR**

Federal Acquisition Regulation

**DFARS**

Defense Federal Acquisition Regulation Supplement

**AFARS**

Army Federal Acquisition Regulation Supplement

**Section III****Prescribed Forms**

Except where otherwise indicated below, the following forms are available as follows: DA forms are available on the Army Electronic Library (AEL) CD-ROM (EM 0001) and the USAPA Web site ([www.usapa.army.mil](http://www.usapa.army.mil)); DD forms are available from the OSD Web site (<http://web1.whs.osd.mil/icdhome.htm>).

**DA Form 3180**

Personnel Screening and Evaluation Record. (Prescribed in para 2-17.)

**DA Form 4515**

Personnel Reliability Program Record Identifier. (Prescribed in para 2-20.) Available through normal forms supply channels.

**DA Form 7422**

Annual Personnel Reliability Program (PRP) Status Report. (Prescribed in para 2-34.)

**DA Label 164**

Nuclear/Chemical Personnel Record Label. (prescribed in para 2-19.) Available through normal forms supply channels.

**Section IV****Referenced Forms**

**DA Form 2-1**

Personnel Qualification Record-Part II

**DA Form 11-2-R**

Management Control Evaluation Certification Statement

**DA Form 873**

Certificate of Clearance and/or Security Determination

**DA Form 4508**

Ammunition Transfer Record. Available through normal forms supply channels

**DD Form 626**

Motor Vehicle Inspection (Transporting Hazardous Materials)

**DD Form 1911**

Materiel Courier Report

**FBI Form FD Form 258**

Applicant Fingerprint Card. Available through normal forms supply channels.

**SF 86**

Questionnaire for National Security Positions

**SF 85P**

Questionnaire for Position of Public Trust

**SF 600**

Health Record-Chronological Record of Medical Care

**Appendix B****Designation of Chemical Agents and Categories****B-1. Introduction**

This appendix lists and categorizes the specific chemical agents that are controlled under the Army Chemical Surety Program. Items listed in Table B-1 are also covered by Schedule 1 of the Chemical Weapons Convention.

**B-2. Categories of chemical agent**

*a. Category I.* Chemical agent material as components of weapon systems which contain munitions or explosives, are in bulk form, or contained in binary chemical munitions loaded with both components as specified below.

- (1) Rockets.
- (2) Land mines.
- (3) One ton containers (nerve agents).
- (4) Projectiles and mortars.
- (5) Bombs.
- (6) Binary unions or intermediates with both components uploaded or located together.
- (7) Other chemical agents as components of chemical weapons that contain explosives.
- (8) Chemical agent filled spray tanks.

*b. Category II.* All other chemical agent material including bulk non-nerve agents stored in one-ton containers less those items described below.

*c. Category III.*

- (1) All RDTE dilute solutions that exceed the chemical surety threshold levels in Table 6-1, chapter 6.
- (2) All neat research chemical agent levels that exceed the chemical surety threshold levels in Table 6-2, chapter 6.
- (3) Experimental chemical agent in excess of one liter authorized for use in RDTE projects, surveillance programs, or intelligence evaluations.

### B-3. Non-surety chemical material

The following chemical agents listed in paragraph B-2, due to their relative non-lethal characteristics, are considered not within the scope of the Army Chemical Surety Program when configured or stored as listed:

- a. Binary component precursors when stored separately.
- b. Neat chemical agents in quantities not exceeding threshold quantities. (See chap 6, table 6-2.)
- c. Chemical agents diluted to concentrations considered RDTE dilute solutions (see chap 6, table 6-1).
- d. Experimental chemical agents in quantities not to exceed 1 liter.
- e. Material contaminated with unrecoverable chemical agents (for example contaminated soil/earth, ground water, neutralist, filters, and wood).
- f. Neutralant generated by chemical neutralization processes if the material has a concentration of less than 1 mg/ml for all nerve agents and less than 5mg/ml for all mustard agents (the most restrictive concentration standards listed in table 6-1)
- g. Inaccessible/non-recoverable chemical agents that are in storage tanks and transfer pipes in demilitarization processing systems.
- h. RCWM excepted as identified in chapter 12.

### B-4. Supplemental guidance

- a. Industrial chemicals formerly used as fills for chemical weapons are not considered chemical agents under the scope of the Army Chemical Surety Program and will be controlled consistent with industrial safety practices.
- b. Munitions filled with industrial chemicals are not considered as chemical agents or chemical weapons under the Army Chemical Surety Program.

**Table B-1**

**Specific Chemical Agents/Precursors/Toxins**

No.	A. Chemical Agents	CAS Registry Number
(1)	O-Alkyl ( C10, incl. Cycloalkyl) alkyl (Me, Et, N-Pr or I-Pr)-phosphonofluoridates e.g. Sarin; O-Isopropyl methylphosphonofluoridate Soman; O-Pinalcolyl methylphosphonofluoridate	107-44-8 96-64-0
(2)	O-Alkyl ( C 10, incl. Cycloalkyl) N, N-dialkyl (Me, Et, N-Pr or I-Pr) phosphoramidocyanidates e.g. Tabun: O-Ethyl N, N-dimethyl phosphoramidocyanidate	77-81-6
(3)	O-Alkyl (H or C 10, incl. Cycloalkyl) S-2-dialkyl (Me, Et, N-Pr)-aminoethyl alkyl (Me, Et, N-Pr or I-Pr) phosphonothiolates and corresponding alkylated or protonated salts e.g. VX; O-Ethyl S-2-diisopropylaminoethyl methyl phosphonothiolate	50782-69-9
(4)	Sulfur mustards 2-Chloroethylchloromethylsulfide Mustard gas; Bis(2-chloroethyl)sulfide Bis(2-chloroethylthio)methane Sesquimustard; 1,2 Bis(2-chloroethylthio)ethane 1,3-Bis(2-chloroethylthio)-n-propane 1,4-Bis(2-chloroethylthio)-n-butane 1,5-Bis(2-chloroethylthio)-n-pentane Bis(2-chloroethylthiomethyl)ether Q-Mustard: Bis(2-chloroethylthioethyl)ether	2625-76-5 505-60-2 63869-13-6 3563-36-8 63905-10-2 not assigned not assigned 63918-90-1 63918-89-8
(5)	Lewisites Lewisite 1: 2-Chlorovinylchlorarsine Lewisite 2: Bis(2-chlorovinyl)chloroarsine Lewisite 3: Tris(2-chlorovinyl)arsine	541-25-3 40334-69-8 40334-70-1
(6)	Nitrogen mustards HN1: Bis(2-chloroethyl)ethylamine HN2: Bis(2-chloroethyl)methylamine HN3: Tris(2-chloroethyl)amine	538-07-8 51-75-2 555-77-1
B. Precursors		
(7)	Alkyl (Me, Et, n-Pr or I-Pr) phosphonyldifluorides e.g. DF; Methylphosphonyldifluoride	676-99-3
(8)	O-Alkyl (H or C 10, incl. Cycloalkyl) O-2-dialkyl (Me, Et, n-Pr or I-Pr)-aminoethyl alkyl (Me, Et, n-Pr or I-Pr) phosphonites and corresponding adkylated or protonated salts	



**Table B-1****Specific Chemical Agents/Precursors/Toxins—Continued**

	e.g. QL: O-Ethyl O-2-diisopropylaminoethyl methylphosphonite	57856-11-8
(9)	Chlorosarin: O-Isopropyl methylphosphonochloridate	11445-76-7
(10)	Chlorosoman: O-Pinacolyl methylphosphonochloridate	7040-57-5
C. Toxins		
(1)	Saxitoxin	35523-89-8
(2)	Ricin	9009-86-3

## **Appendix C**

### **Management Control Evaluation Checklist**

#### **C-1. Function.**

The function covered by this checklist is the Chemical Surety Program.

#### **C-2. Purpose.**

The purpose of this checklist is to assist DAIG inspection personnel in evaluating key management controls in the course of Chemical Surety Inspections (CSI) or Limited Scope Surety Inspections (LSSI). It is not intended to cover all controls.

#### **C-3. Instructions.**

Answers must be based on the actual testing of management controls (for example document analysis, direct observation, interviewing, sampling, simulation, other). Answers that indicate control problems must be explained and corrective action indicated in supporting documentation. These controls will be evaluated per the annual schedule for CSI/LSSI published by DAIG. Inspected organizations will update their Management Control Plans to reflect any such scheduled CSI/LSSI that involve their chemical surety activities. Certification that this management control evaluation has been conducted must be accomplished on DA Form 11-2-R (Management Control Evaluation Certification Statement). The final report from the CSI/LSSI may be attached to the DA Form 11-2-R as supporting documentation (for example, for any management control deficiencies noted and corrective actions recommended/taken).

#### **C-4. Test Questions.**

The key management controls to be evaluated are those management controls involved in the functional areas selected for assessment in the CSI/LSSI, to include mission operations, safety, security, surety management, emergency response, external support and/or disposal facilities. Additional guidance on the CSI/LSSI process is provided in chapter 13.

#### **C-5. Supersession.**

This checklist supersedes the checklist for AR 50-6, Chemical Surety, 1 February 1995. For assistance in responding to questions, contact the functional proponent.

#### **C-6. Comments.**

Help make this a better tool for evaluating management controls. Submit comments to the functional proponent: HQDA ODCSOPS, ATTN: DAMO-SSD, 400 Army Pentagon, Washington, DC 20310-0400.

## **Glossary**

### **Section I Abbreviations**

**AEL**

airborne exposure limit

**AIDS**

Acquired–Immune Deficiency Syndrome

**AMC**

U.S. Army Materiel Command

**AOC**

Army Operations Center

**ARSTAF**

Army staff

**ASA(I&E)**

Assistant Secretary of the Army (Installations and Environment)

**ASAP**

Army Substance Abuse Program

**CAI**

chemical accident/incident

**CAIRA**

chemical accident or incident response and assistance

**CCF**

U.S. Army Central Personnel Clearance Facility

**CDPR**

Chemical Duty Position Roster

**CDR**

Commander–

**CERCLA**

Comprehensive Environmental Response, Compensation and Liability Act

**CMA**

Competent Medical Authority

**CME**

chemical management evaluation

**COCO**

contractor–owned, contractor–operated

**CONUS**

continental United States

**COR**

contracting officer’s representative

**CSEPP**

Chemical Stockpile Emergency Preparedness Program

**CSI**

chemical surety inspection

**CWC**

Chemical Weapons Convention

**DAIG**

Department of the Army Inspector General

**DCSINT**

Deputy Chief of Staff for Intelligence

**DCSLOG**

Deputy Chief of Staff for Logistics

**DCSOPS**

Deputy Chief of Staff for Operations and Plans

**DCSPER**

Deputy Chief of Staff for Personnel

**DDESB**

Department of Defense Explosives Safety Board

**DF**

chemical agent symbol for the binary precursor methylphosphonic difluoride

**DOD**

Department of Defense

**DOMS**

Director of Military Support

**DOT**

Department of Transportation

**DSS**

Defense Security Service

**ENTNAC**

entrance national agency check

**EOD**

explosive ordnance disposal

**EPA**

Environmental Protection Agency

**EPSQ**

Electronic Personnel Security Questionnaire

**FEMA**

Federal Emergency Management Agency

**FORSCOM**

U.S. Army Forces Command

**GB**

chemical agent symbol for the nerve agent sarin

**GB2**

chemical agent symbol for binary GB

**GOCO**

government-owned, contractor-operated

**HIV**

Human Immunodeficiency Virus

**HQDA**

Headquarters, Department of the Army

**IDS**

Intrusion detection system

**IG**

Inspector General

**IOP**

Internal operating procedure

**IRF**

initial response force

**LSSI**

limited scope surety inspection

**MACOM**

major Army command

**MEDCOM**

U.S. Army Medical Command

**MOS**

military occupational specialty

**MOU**

memorandum of understanding

**MPRJ**

military personnel records jacket, U.S. Army

**NAC**

national agency check

**NCP**

National Contingency Plan

**NICP**

National inventory control point

**NM**

chemical agent symbol for the binary precursor dimethylpolysulfide

**OCONUS**

outside continental United States

**ODCSOPS**

Office of the Deputy Chief of Staff for Operations and Plans

**OJT**

on-the-job training

**OMC**

operating maintenance contractor

**OMPF**

official military personnel file

**OPA**

chemical agent symbol for the binary precursor isopropyl alcohol with amine

**OPF**

official personnel folder

**OSC**

On-Scene Coordinator

**PDI**

potentially disqualifying information

**PR**

periodic reinvestigation

**PRP**

personnel reliability program

**PRPAS**

personnel reliability program assignment status

**PSI**

personnel security investigation

**QL**

chemical agent symbol for the binary precursor O,O'-ethyl (2-isopropyl amino ethyl) methylphosphonite

**RCRA**

Resource Conservation and Recovery Act

**RCWM**

recovered chemical warfare material

**RDA**

research, development and acquisition

**RDTE**

research, development, test, and evaluation

**REPSHIP**

reports of shipment

**ROTC**

Reserve Officers Training Corps

**SARA**

Superfund Amendments and Reauthorization Act of 1986

**SBCCOM**

U.S. Army Soldier and Biological Chemical Command

**SOP**

standing operating procedure

**SRF**

service response force

**SSN**

social security number

**TEO**

technical escort officer

**TEU**

U.S. Army Technical Escort Unit

**TIG**

The Inspector General

**TRADOC**

U.S. Army Training and Doctrine Command

**TSG**

The Surgeon General

**USANCA**

U.S. Army Nuclear and Chemical Agency

**USAR**

U.S. Army Reserve

**VX**

chemical agent symbol for the nerve agent VX

**VX2**

chemical agent symbol for binary VX

**Section II****Terms****Access**

Close physical proximity to a chemical agent in a container or munitions under circumstances that could provide an opportunity to acquire, release, tamper with, damage, or come in direct contact with chemical agents. A person is not considered to have access if escorted and/or is under observation by least two PRP certified individuals capable of detecting unauthorized or incorrect actions.

**Accessible form**

Undiluted chemical agent in surety quantities that has not been decontaminated or neutralized, and that could possibly be removed for unauthorized purposes. Includes chemical agents in munitions, in bulk, in laboratory containers, or in any other recoverable form.

**Accountability**

The obligation to keep accurate records of property, documents, or funds. Accountability is concerned primarily with records and does not necessarily imply actual possession.

**Active service**

For assignment to the PRP, active service includes active duty in the U.S. military, continuous Federal service or full-time support personnel to Reserve components as defined in DODD 1205.18. For PRP purposes, the following apply:

- a. An interruption in active military service of over 24 months constitutes a break in service. Service other than that

described above in the Armed Forces Reserve or National Guard components does not constitute active service, even though active duty periods for training or other temporary service of less than 180 days may occur.

*b.* Assignment as a midshipman or cadet at the Military, Naval, Air Force, or Coast Guard academy is considered active service for PRP purposes.

*c.* Assignment as a Reserve Officers Training Corps, Merchant Marine Academy, and Maritime Academy cadet or midshipman is not considered to be active service.

#### **Administrative (levy) screening**

For a person on orders directing reassignment to a PRP position, a determination by the losing organization that the person is suitable/unsuitable to perform PRP duties.

#### **Administrative termination**

An action taken to remove an individual from the PRP when the individual transfers from a duty position requiring PRP certification to one that does not.

#### **Airborne exposure limit (AEL)**

Allowable concentrations in the air for occupational, general population exposures, and source emissions limits. (See AR 385–61 for specific limits.)

#### **Alcohol abuse**

The use of alcohol to an extent that it has an adverse effect on the user's health or behavior, family, community, or the Department of Defense, or leads to unacceptable behavior as evidenced by one or more acts of alcohol-related misconduct and/or the illegal use of such substances. Alcohol abuse may include a professional diagnosis as being alcohol dependent or an alcohol abuser, or evidence of alcohol abuse through alcohol-related incidents.

#### **Alcohol-related incident**

Any substandard behavior or performance in which the consumption of alcohol by the individual is a contributing factor as determined by the certifying official with consultation from the CMA (such as intoxicated driving, domestic disturbances, assault, disorderly conduct, personal injury, failure to go to prescribed alcohol abuse counseling, or voluntary consumption of alcohol by an individual previously diagnosed as alcohol dependent).

#### **Binary precursors**

The chemicals that combine to produce binary chemical agents. Examples of two common chemical agent ingredients are:

*a.* The precursors for binary GB (GB2) — methylphosphonic difluoride (DF) and isopropyl alcohol with an amine added (OPA).

*b.* The precursors for binary VX (VX2)—O, O'-ethyl (2 diisopropyl aminoethyl) methylphosphonite (QL) and dimethylpolysulfide (NM).

#### **Binary munitions components**

The parts that form binary munitions and contain binary precursors. When assembled, they become Category I chemical agent material under the Army Chemical Surety Program.

*a.* Critical component—the binary component of a munition (M20 DF Canister, BLU–80/B Bomb Body, XM277 Injector Assembly) that contains the less common chemical that is the essential ingredient for the formation of the lethal chemical agent.

*b.* Non-critical component—the binary component (M21 OPA Canister, MXU–695/B Ballonet, MLRS Rocket Pod) that contains the more common chemical used in a binary munition.

#### **Binary chemical munitions**

Munitions designed to use two non-lethal chemicals that combine only during weapon functions to produce a chemical agent.

#### **Certification**

A determination by a certifying official that an individual meets the personnel reliability criteria established for assignment to a PRP position.

#### **Certifying official**

For military and Army civilian personnel, the commander or DOD military or civilian personnel responsible for chemical agent operations and having sufficient personal contact with all subordinate PRP personnel to permit continual evaluation of their performance and reliability. For Army contractor personnel, the Army COR designated by

the contracting officer is the certifying official. The certifying official certifies that personnel being considered for assignment to chemical duties meet the requirements of the PRP.

**Chemical accident/incident (CAI)**

Unintentional chemical events where chemical agent is released into the ambient atmosphere and either threatens unprotected personnel or has the potential to threaten unprotected personnel.

- a. Chemical accident. An event resulting from non-deliberate acts where safety is of primary concern.
- b. Chemical incident. An event resulting from deliberate acts (terrorism or criminal) where security is of concern.

**Chemical agent**

A chemical substance listed in appendix B that is intended for use in military operations to kill, seriously injure, or incapacitate a person through its physiological properties. Excluded from consideration are industrial chemicals, riot control agents, chemical herbicides, smoke, and flame.

**Chemical agent accountable officer**

That person designated to keep inventory records for chemical agents from creation to destruction.

**Chemical agent material**

Chemical agents, chemical weapons, or other substance or material contaminated with chemical agents. Chemical agent material is listed in appendix B.

**Chemical agent operation**

Any operation which involves chemical agents, including storage, shipping, handling, manufacturing, maintenance, test chamber activities, laboratory activities, surveillance, demilitarization, decontamination, disposal, and training.

**Chemical duty positions**

Duty positions that require routine access to chemical agent material, involve security of chemical agent material, or have a direct role in the conduct of chemical agent operations. Chemical duty positions are contained in paragraph 2-4a. Individuals assigned to chemical duty positions must be in the PRP.

**Chemical event**

A chemical event encompasses chemical agent material accidents, incidents and other circumstances where there is a confirmed or likely release to the environment, exposure of personnel, leaking munition, threat to the security of chemical agents, or incident of concern to the local commander. The anticipated response to a chemical event is the activation of all or select portions of the Initial Response Force (IRF), with possible Service Response Force (SRF) deployment, as necessary.

**Chemical management evaluation (CME)**

An evaluation conducted by the Inspector General or MACOM IG of chemical operations with inquiry into the chemical agent functions and responsibilities of staff agencies, inspection teams, major and intermediate command levels, and assistance teams to identify management, systemic, or functional problem areas in the Army Chemical Surety Program at any level.

**Chemical surety**

A system of control measures designed to provide protection to the local population, workers, and the environment by ensuring that chemical agent operations are conducted safely; that chemical agents are secure; and that personnel involved in those operations meet the highest standards of reliability.

**Chemical surety inspection (CSI)**

An inspection of Army organizations with chemical agent surety missions, conducted by the Inspector General, to determine their capability to accomplish chemical agent missions in a safe and secure environment through examination of the following functional areas: mission operations, safety, security, surety management, and accident/incident control.

**Chemical weapon**

A munition filled with chemical agent manufactured for the purpose of conducting chemical warfare.

**Competent medical authority (CMA)**

A U.S. military medical officer, or a U.S. civilian physician employed by, or under contract to, the U.S. Government, responsible for providing medical services or clinical evaluation and who is authorized by the medical treatment facility commander or director and is trained in the requirements of the PRP. A medical officer for PRP evaluation purposes



refers to a physician, physician's assistant, or nurse practitioner. Physicians assistants or nurse practitioners must be supervised by an individual licensed to practice medicine.

**Complementary binary precursors**

Both the critical and non-critical precursors of a binary chemical agent (such as DF and OPA, or QL and NM).

**Continuing evaluation**

The process by which a PRP-certified individual is observed for compliance with reliability standards. This is an on-going process that considers duty performance, and on and off duty behavior and reliability on a consistent and frequent basis.

**Contracting office or agency**

The organization that has primary responsibility for awarding, monitoring administering, and ensuring compliance with a contract.

**Critical binary processors**

DF and QL (see binary precursors).

**Custody**

Responsibility for the control of, transfer and movement of, and access to chemical agent material. Custody may or may not include accountability.

**Decontamination**

The process of decreasing the amount of chemical agent on any person, object, or area by absorbing, neutralizing, destroying, ventilating, or removing chemical agents.

**Deficiency**

A variance from prescribed procedures or criteria prescribed in technical manuals or other applicable regulations or publications.

**Demilitarization**

The mutilation, destruction, or neutralization of chemical agent material, rendering it harmless and ineffectual for military purposes.

**Dilute solution**

Chemical agents that have been reduced in strength (less than neat) by admixture (dilution). (See RDTE dilute solution.)

**DOD Personnel**

Active duty military personnel, full-time support personnel to Reserve components, civilian employees of the Department of Defense or, for PRP purposes, DOD contractors and their employees.

**Drug abuse**

The wrongful use, possession, distribution, or introduction onto a military installation of a controlled substance, prescription medication, over-the-counter medication, or intoxicating substance (other than alcohol). (Wrongful means without legal justification or excuse, and includes use contrary to the directions of the manufacturer or prescribing health care provider, and use of any intoxicating substance not intended for human ingestion (for example glue and gasoline fumes sniffing)).

**Emergency disposal**

Immediate transportation and treatment or destruction of chemical agents or munitions when the senior explosive ordnance disposal person determines the health or safety of any person is clearly endangered. Emergency treatment operations will be conducted per the EPA Military Munitions Rule (40 CFR 260).

**Engineering Controls**

A device, room, or structure supported by a mechanical toxic exhaust system, that provides containment of chemical agent vapor and/or liquid and prevents migration of the chemical agent hazard to immediate/adjacent areas or the environment.

**Entrance National Agency Check (ENTNAC)**

A personnel security investigation (PSI) consisting of a records review of certain National agencies. It is similar to a

National Agency Check (NAC), except that the check at the Federal Bureau of Investigation Identification Division consists of a name check only rather than a detailed technical fingerprint search. An ENTNAC is started on each first-term military enlistee entering military service.

**Exclusion area**

A designated area immediately surrounding one or more receptacles in which chemical agents are contained. Normally, the boundaries of an exclusion area are the walls, floor, and ceiling of a storage structure, secure container, or a barrier that establishes the boundary of the exclusion area (such as an igloo or a fence). The inside of a chemical agent secure container is an exclusion area. In the absence of positive preventive measures, access into the exclusion area constitutes access to chemical agents.

**Experimental chemical agents**

Chemical substances being tested, developed, or altered for chemical defense purposes which:

- a. Will be used solely by the military.
- b. Have toxicity's equal or greater than current nerve or mustard agents.

**Explosive ordnance disposal (EOD)**

The detection, identification, field evaluations, rendering safe, recovery, and final disposal of unexploded explosive ordnance or munitions.

**Exposure/exposed worker**

- a. An exposed worker is an individual who—
  - (1) Exhibits clinical signs or symptoms of nerve agent intoxication.
  - (2) Has cholinesterase depression consistent with nerve agent effect.
  - (3) Exhibits clinical signs or symptoms of mustard or lewisite effects.
- b. A potentially exposed worker is an individual who works in an agent operating area where levels of nerve, lewisite, or mustard which:
  - (1) Exceeds the protective capability of the personal protective equipment (PPE).
  - (2) Are detectable and there is a breach in PPE or engineering controls.

**Factor affecting operations**

A situation, condition, or deficiency that may or may not be attributable to the inspected organization but significantly affects the organization's ability to perform its chemical surety mission. It may pertain to such matters as command guidance; the adequacy of support; the availability or condition of facilities; the status of personnel, equipment, materiel, maintenance, or training; the provision of a safe and secure environment for chemical agent material or the capability to adequately respond to a chemical accident/incident.

**Health Records (HREC)**

Combined, the treatment record and dental record

**Industrial chemical**

Chemicals developed or manufactured for use in industrial operations or research, by industry, government, or academia. These chemicals are not manufactured primarily for the specific purpose of producing human casualties or rendering equipment, facilities, or areas dangerous for use by man. Hydrogen cyanide (AC), cyanogen chloride (CK), and phosgene (CG) are considered industrial chemicals.

**Initial response force (IRF)**

An emergency action organization tasked to provide first response to a chemical accident/incident at an installation assigned a chemical agent mission or in the public domain. Under the command of the installation commander or the commander of the nearest Army installation, the IRF is composed of command and control elements and emergency teams capable of providing emergency medical services and initiating those actions necessary to prevent, minimize, or mitigate hazards to public health and safety or to the environment.

**Interim certification**

Same as "certification," except performance of duty is subject to the restrictions of paragraph 2-13b pending receipt of the results of a new personnel security investigation.

**Intrusion detection system**

A security system consisting of one or more sensors capable of detecting one or more types of phenomena, signal

media, annunciates, and energy source for signaling the entry or attempted entry of a person or other target into the area protected by the system.

**Leaker**

Munitions or overpack container from which chemical agent escapes.

**Leaking munitions**

Munitions from which there has been a confirmed detection of chemical agent outside the munition body or bulk storage container.

**Limited area**

The area immediately surrounding one or more exclusion areas. Normally, the area between the boundaries of the exclusion areas and the perimeter boundary (such as the inner fence at a storage depot or inside of a laboratory room where chemical agent material is stored in chemical secure containers).

**Limited scope surety inspection (LSSI)**

An Army or MACOM IG conducted inspection that evaluates the surety program of organizations directly supporting the Army Chemical Surety Program.

**Most probable event (MPE)**

The worst potential mishap most likely to occur during routine handling, storage, maintenance, or surveillance operations, which results in the release of chemical agent and exposure of personnel.

**National Agency Check (NAC)**

A personnel security investigation (PSI) consisting of records reviews of certain National agencies. As a minimum, it includes checks of the Defense Clearance and Investigation Index, the FBI Headquarters, and FBI Identification Division. A technical fingerprint search of the FBI's files is started as part of a NAC. If the fingerprint is not classifiable, a "name check only" of those files is conducted.

**National Agency Check Plus Written Inquiries with Credit Check (NACICC)**

A personnel security investigation (PSI) conducted by the Office of Personnel Management that combines a NACICC with credit checks

**National Agency Check Plus Written Inquiries (NACIC)**

A personnel security investigation (PSI) conducted by the Office of Personnel Management that combines a NAC with written inquiries to law enforcement agencies, former employers, and supervisors, references, and schools.

**National Defense Area**

An area established on non-Federal lands located within the United States, its possessions or territories for the purposes of safeguarding classified defense information or protecting DOD equipment or material.

**National Response Center**

A joint Environmental Protection Agency and U.S. Coast Guard communications center that takes the legally required reports of oil or hazardous substance spills/releases at or above the reportable quantities and communicates these to the pre-designated on-scene coordinator for action.

**Neat agent equivalent**

The actual volume of chemical agents that will be formed when two separate volumes of the agent's precursors are mixed. The resulting chemical agent is deemed to be pure for purposes of accountability and for determining storage limits.

**Neat chemical agent**

A nondiluted, full-strength (as manufactured) chemical agent. A chemical agent manufactured by the binary synthesis route is also considered a neat agent regardless of purity. (See table 6-2 and appen B.)

**Neat research chemical agent**

Chemical agents listed in appendix B used for research and development in small quantities. (See table 6-2 and appen B for specific quantities.)

**Neutralant**

Those materials remaining from the chemical neutralization of chemical agent.

**Neutralization**

The act of altering chemical, physical, and toxicological properties to render the chemical agent ineffective for use as intended.

**Non-surety chemical material**

Chemical agents with relatively non-lethal characteristics not considered within the scope of the Army Chemical Surety Program.

**Off-post**

The area outside the boundaries of a military installation or facility.

**Off-site**

The area surrounding the on-site area.

**On-scene coordinator (OSC)**

The Federal official predestinated by the Environmental Protection Agency or the U.S. Coast Guard to coordinate and direct Federal responses under subpart D of the National Contingency Plan (NCP), or the official designated by the lead agency to coordinate and direct removal actions under subpart E of the NCP. DOD is included as OSC under subpart E. The IRF or SRF commander is the Army OSC for a chemical accident/incident.

**On-post**

A military installation or facility.

**On-site**

An area around the scene of a chemical accident/incident under operational control of the OSC, technical escort officer, or the commander of the initial response force or service response force. It includes any area established as a National Defense Area.

**Operations security**

The protection of military operations and activities resulting from the identification and subsequent elimination or control of intelligence indicators (vulnerabilities) that are susceptible to hostile exploitation by an adversary.

**Periodic reinvestigation (PR)**

An investigation conducted at specified intervals for updating a previously completed personnel security investigation.

**Personnel security investigation (PSI)**

Any investigation required for determining the eligibility of DOD military or civilian personnel and contractor employees for access to classified information, acceptance, or retention in the Armed Forces, or assignment to, and retention in, sensitive duties.

**Permanent disqualification**

An action taken based on the receipt of disqualifying information to remove from the PRP an individual who has been screened and certified into the PRP or to terminate the PRP screening process of an individual being considered for assignment to PRP duties.

**Personal protective equipment (PPE)**

Protective clothing and equipment used to protect an individual from the effects of chemical agents.

**Potentially disqualifying information (PDI)**

Any information regarding, but not limited to, a person's physical, mental, emotional status, conduct or character, on-and off-duty, which may cast doubt about an individual's ability or reliability to perform chemical duties.

**Primary engineering controls**

The device, room or structure immediately surrounding the agent source that provides the primary protection to the workers from the chemical agent hazard and is under negative pressure relative to the location of unprotected workers. Examples of primary controls are hoods, gloveboxes, or rooms under negative pressure relative to the adjacent vestibule, corridor, or room.

**PRP administration official**

A contractor employed in a supervisory position and approved by the contracting officer's representative to facilitate the management of the PRP at the contractor facility, by performing duties normally performed by the certifying official except for the decision making functions of determining PRP suitability and disqualifying personnel from the PRP. This individual is required to be in the PRP.

**PRP monitor**

An individual appointed by the certifying official to assist in the day-to-day administrative functions of the PRP.

**Random testing**

A program of testing where the selection of personnel for substance abuse testing is based on a random opportunity to be tested and is not imposed based on events about a particular individual. Random testing may be either testing of designated individual occupying a specified area, element, or position, or random testing of those individuals based on a neutral criterion, such as a digit of the SSN.

**Recovered chemical warfare material (RCWM)**

Chemical agent material and/or associated equipment and surrounding contaminated media discovered either by chance or during deliberate real estate recovery/restoration operations that was used for its intended purpose or previously disposed of as waste. RCWM will be classified based on the requirements of 40 CFR 266 Subpart M (EPA Military Munitions Rule). RCWM does not fall within the scope of the Army Chemical Surety Program except as detailed in chapter 12.

**Reportable quantities**

For any CERCLA hazardous substance, the reportable quantity established in table 302.4 of 40 CFR, Part 302, for such substance; for any other substances, the reportable quantity is one pound. (For chemical agents it is 1 pound.)

**Research chemical agent**

Chemical agents used for the purposes of research, development, acquisition, and testing. These include RDTE dilute solutions, experimental chemical agents, and neat chemical agents.

**RDTE dilute solution**

Solutions of chemical agents in concentrations and quantities reduced by admixture (dilution) to levels that present significantly reduced hazards. (See table 6-1 and appen b.)

**RDTE surveillance and training quantity**

A quantity of chemical agent which is required for authorized RDTE projects, for specific surveillance programs to obtain data concerning chemical agent material life cycle, or for scheduled training purposes.

**Reviewing official**

The commander, or designated DOD military or civilian official, at a level immediately above that of the certifying official, who is responsible for operations involving chemical agents.

**Schedule 1 Chemicals**

Those chemicals listed in Schedule 1 of the Chemical Weapons Convention Schedule of Chemicals and other toxic chemicals or precursors that:

- a. have been developed, produced, stockpiled or used as a chemical weapon;
- b. otherwise pose a high risk to the object and purpose of the CWC by virtue of its high potential for use in activities prohibited under the CWC because one or more of the following conditions is met:
  - (1) It possesses a chemical structure closely related to that of other toxic chemicals listed in Schedule 1, and has, or can be expected to have comparable properties;
  - (2) It possesses such lethal or incapacitating toxicity as well as other properties that would enable it to be used as a chemical weapon; or
  - (3) It may be used as a precursor in the final technological stage of production of a toxic chemical listed in Schedule 1, regardless of whether this stage takes place in facilities, in munitions, or otherwise;
- c. Have little or no use for purposes not prohibited under the CWC.

**Secondary engineering controls**

The area containing or adjacent to the primary engineering control that will prevent the further release or migration of chemical agent (to adjacent areas or the environment) if released from primary control. Examples of secondary controls

are the lab room in which a hood/glovebox is located or a corridor/observation vestibule adjacent to an agent storage/operations room.

**Service response force (SRF)**

An Army-level emergency response organization, commanded by a general officer, capable of performing and sustaining the CAIRA mission. The SRF is composed of the initial reaction force (IRF) and follow-on forces consisting of a staff and specialized teams from various agencies and organizations involved in the response to and recovery from a chemical accident/incident.

**Technical escort**

Individuals technically qualified and properly equipped to accompany designated materiel, which requires a high degree of safety and security during shipment.

**Temporary disqualification**

An action taken to temporarily remove an individual from the PRP when the certifying official has information that could be expected to affect an individual's job performance or reliability.

**Temporary exclusion area**

The area immediately surrounding chemical agent material that has been removed from its secure container, storage structure, storage area, or other authorized storage configuration. In the absence of positive measures to prevent physical access by unauthorized persons, access to the temporary exclusion area constitutes access to chemical agents.

**Two-person rule**

A system designed to prohibit access by an individual to chemical agent by requiring the presence at all times of at least two authorized personnel, each capable of performing first aid in case of exposure to chemical agent or detecting incorrect or unauthorized procedures with respect to the task being performed. Each person must be familiar with applicable safety and security requirements.

**Unsafe environment**

A deviation from a safe environment that could cause a chemical accident/incident.

**Section III**

**Special Abbreviations and Terms**

This section contains no entries

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